

## **By-Laws of North Bullitt Christian Church**

### **ARTICLE I**

The North Bullitt Christian Church (NBCC) is an independent, autonomous, local congregation of New Testament Christians after divine pattern as set forth in the New Testament scriptures. At the time since September 14, 1975, at which time NBCC was organized, has it made any contribution, passed any law, enacted any motion, formed any alliance of fellowship that would make it any part of anything other than a local congregation of free men and women in Jesus Christ, interested in the spread of the gospel of the risen Christ throughout the world, for the redemption of men and women from the consequences of sin and evil.

### **ARTICLE II**

The purpose of NBCC shall be to conduct a church which is known among religious bodies as the Christian Church, and whose members are known as Christians only, and which church shall be congregational in form of government, and shall have no creed or articles of faith other than those contained in the New Testament, and in which church the New Testament ordinances of baptism (by immersion only) and the Lord's supper shall be observed.

### **ARTICLE III**

The invitation to membership in NBCC shall be extended to all, whosoever will believe with honesty and sincerity that Jesus of Nazareth is the Christ, the Son of the Living God, and so confess this faith before men and may be subsequently immersed in water into the Name of the Father, Son, and Holy Spirit for the remission of sins, and/or by transfer of membership from another church, where said candidate for membership has been previously immersed in water "into the Name of the Father, Son, and Holy Spirit for the remission of sins."

### **ARTICLE IV**

NBCC shall look with fraternal favor upon the activities of all brethren in sister Christian Churches engaged in identical Christian activities as its own, but shall exist as a separate corporation, unattached to any, and beyond and control - real or advisory - of any other church, congregation, fellowship, agency, organization, publishing house, college or seminary, missionary society, local, county, state, district, national or international convention, rally or organization, religious or otherwise, now existing or ever to be formed.

### **ARTICLE V**

NBCC, as a New Testament congregation, shall be governed in all matters of faith and doctrine and Christian practice by the teaching of Christ and His apostles, as contained in the twenty-seven (27) New Testament books, which, with the thirty-nine (39) books of the Old Testament, NBCC holds to be the divinely inspired Word of God.

## **ARTICLE VI**

### **SECTION I - Faith and Doctrine:**

NBCC is first and foremost a spiritual entity, as a New Testament congregation, and, as such, it vests in the Board of Elders of NBCC the right, duty, and responsibility to perpetually act for it in matters of faith, doctrine, spiritual matters, Christian practice, teaching, worship, and fellowship as set forth in the divinely inspired Word of God.

### **SECTION II - Civil Matters:**

NBCC is also a civil entity, being a corporation organized and existing under the laws of the Commonwealth of Kentucky, and as such, in all matters of civil policy and procedure, it shall be governed by the will of the Board of Elders, in accordance with the Articles of Incorporation, these By-laws, and the laws of the Commonwealth of Kentucky except in matters where civil law contradicts with Article V, in which case the Word of God would be used to supersede the laws of man. In order to conduct the civil and legal affairs of the church in an orderly and decent manner, the members vest in the Board of Elders, or their appointed representatives, the privilege to act for it in all routine matters incidental to the usual church operation.

## **ARTICLE VII**

### **SECTION 1 - Offices:**

#### **(A) ELDERS**

- 1) Qualifications: The Elders must be members of NBCC and have the scriptural qualifications hold said office as found in 1 Timothy 3:1-7, Titus 1:5-9, and 1 Peter 5:1-4.
- 2) Tenure: Elders shall serve for a term of three (3) years; when elected, the Elders may serve consecutive terms with a mandatory one (1) year sabbatical at the Elder's choice during any two (2) consecutive terms. The sabbatical rotation needs to be arranged in such a manner as to maintain a minimum of three (3) Elders actively serving at all times.
- 3) Requirements: A Spiritual Questionnaire shall be completed by each prospective Elder and an interview by a minimum of two (2) current Elders before the prospective Elder's name can be placed on the official ballot.

#### **(B) DEACONS**

- 1) Qualifications: The Deacons must be members of NBCC and have the scriptural qualifications to hold said office as found in 1 Timothy 3:8-13.
- 2) Tenure: Deacons shall serve for a term of one (1) year; when elected, the Deacons may serve consecutive full or partial terms not to exceed three (3) consecutive years.
- 3) Requirements: A Spiritual Questionnaire shall be completed by each prospective Deacon and an interview by a minimum of two (2) current Elders before the prospective Deacons's name can be placed on the official ballot.

#### **(C) TRUSTEES**

- 1) Tenure: Trustees shall serve for a term of one (1) year.

## **SECTION II - Elections**

- (A) New members of the Board of Elders, Elders returning from sabbatical, all Deacons, and all Trustees shall be elected by the congregation.
  - 1) All returning and/or newly ordained officers shall take office the Sunday following the ordination service.
  - 2) All other officers shall take office on the Sunday of their ordination.
- (B) Annual election of church officers shall be held on the last Sunday of October.
- (C) Elections will be held by printed ballot, which shall be made available to all active members of NBCC at the time and place of election, and two (2) or more Elders shall collect the tally and give the results to the Office Manager.
- (D) Only those candidates receiving a two-thirds (2/3) majority of the votes cast shall be declared elected.

## **ARTICLE VIII**

### **Roles and Responsibilities of Elders and Deacons**

#### **SECTION I - Elders**

- (A) Establishment of the Officers of the Board of Elders
  - 1) Following the election of the Board of Elders, the Board shall elect, by majority vote, the Officers of the Board. Each Officer shall serve for a period of one (1) year and may serve consecutive terms. The Officers to be elected are: Chairman of the Board of Elders, Vice-Chairman, and Secretary.
  - 2) Any Officer of the Board of Elder may be removed by the vote of a majority of the Board of Elders whenever they no longer meet the qualifications as set forth in Article VII, Section 1, A, 1. In the event that any Officer of the Board of Elders is removed from the Board or shall otherwise vacate his position as an Elder, said removal or resignation shall automatically be deemed a removal or resignation of his Officer duties.
  - 3) In the event of a vacancy in any Officer position of the Board of Elders, due to death, resignation, or removal, the Board of Elders shall elect a member of the Board to fulfill the unexpired term of the Officer position. Election to fill such a vacancy shall be by majority vote of the remaining members of the Board of Elders.
- (B) In the event of the death, resignation, or removal of an Elder due to the fact that they no longer fulfill the qualifications, the Board of Elders may select a previously ordained Elder of this congregation or a qualified member of the congregation that will be ordained upon his approval to serve in the vacant office until the next regular election. Such selection shall be by majority vote of the Board of Elders present at a duly called meeting.
- (C) Regular meetings of the Board of Elders shall be held to maintain spiritual oversight and to promote spiritual growth of the church to include maintaining the integrity of those conducting the business of the church, which shall be reviewed at a minimum of once per month. The Secretary of the Board shall keep and report minutes of any such business meetings as well as any other meetings as deemed necessary by the Board of Elders.

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- (D) The Board of Elders shall establish a Finance Ministry, which shall include all Trustees, whose duties shall be to prepare and oversee a budget covering all church activities.
  - 1) The Board of Elders shall also nominate and approve a Church Treasurer and whose duties shall be to receive pledges and offerings, record and deposit money into the bank, write and send out checks on the General Fund, and enters in the annual detailed reports of receipts and expenditures to the Board of Elders. The Church Treasurer is to be covered by the burglary and armed robbery insurance and a Fidelity Bond of \$5,000.
  - 2) The Board of Elders shall also nominate and approve an Assistant Church Treasurer whose duties shall be to fulfill those of the Church Treasurer in the event of their absence. The Assistant Church Treasurer is to be covered under the same insurance and bonding as the Church Treasurer.
  - 3) Any offering or monies collected shall be counted and compiled by three (3) or more persons before being submitted to either the Church Treasurer or Assistant Church Treasurer for final count and record.
- (E) The Board of Elders shall establish a Nominating Committee and function as so as set forth in Appendix A.
- (F) The Board of Elders may appoint and approve such other committees as they deem necessary to carry out the business of the church.
- (G) All ministries of the church shall be under the oversight, direction, and supervision of the Board of Elders or their representatives.
- (H) Hiring and Dismissal
  - 1) In the event a vacancy occurs in the Lead Minister position of this church, the Board of Elders or their appointed representatives shall canvass the field of available qualified candidates who are consistent with the doctrine of NBCC (as set forth in Appendix B) and will recommend their choice for acceptance and approval to the Board of Elders. Approval of the candidate shall require three-fourths (3/4) majority affirmative vote of the Board of Elders for presentation to the congregation to receive their feedback. Upon polling the congregation, the Board of Elders will make the final decision regarding the hiring of the Lead Minister position.
  - 2) Dismissal of any paid ministry position of this congregation shall be by a majority vote of the Board of Elders. After a review of the needs of the church and the minister, and the reasons for dismissal, a sixty (60) day notice of removal may be granted at the sole discretion of the Board of Elders.
- (I) Other Leadership Positions
  - 1) All persons who may assume a leadership position, including but not limited to Education or Small Group officers and teachers or leaders, at NBCC must be a member of this body and shall be only those who are approved by the Board of Elders and/or their designated representative.
  - 2) All materials, books, and/or pamphlets to be used in any ministry and/or educational opportunity, on or off church premises, shall have the prior approval of and be under the control of the Board of Elders and/or their designated representatives.

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- (J) All marriages performed on the NBCC premises shall be done only with the prior approval of the Board of Elders.

### **SECTION II - Deacons**

- (A) The duties of the Deacons shall be assigned by the Board of Elders as deemed necessary to serve the needs of the congregation, as set forth by but not limited to the example in Acts 6:1-6 and in the lives of Stephen and Phillip as recorded in Acts 6 through 9.
- (B) There is an expectation that the Deacons will meet at least once per month.
- (C) A Deacon may be removed, due to the fact that they no longer fulfill the qualifications of a deacon, by a majority vote of the Board of Elders present at a duly called meeting.
- (D) In the event of the death, resignation, or removal of a Deacon due to the fact that they no longer fulfill the qualifications, the Board of Elders may select a previously ordained Deacon of this congregation or a qualified member of the congregation that will be ordained upon his approval to serve in the vacant office until the next regular election. Such selection shall be by majority vote of the Board of Elders present at a duly called meeting.

## **ARTICLE IX**

Regular congregational meetings shall be held on a Sunday each quarter so that all members will be fully informed as to the activities of the church. The Chairman of the Board of Elders may call special congregational meetings at such times as deemed necessary. Written notice of congregational meetings shall be announced at least two weeks in advance of each meeting.

## **ARTICLE X**

### **SECTION I - Trustees**

- (A) Trustees shall hold all building and invested funds and they shall invest and reinvest all funds in their hands. No part of said funds shall be spent by the Trustees unless authorized by the Board of Elders.
- 1) The Trustees shall receive a minimum of three (3) bids for repairs to the building(s) or property in excess of \$1,000. The same shall be submitted to the Board of Elders for final action before the Trustees shall be permitted to expend any of the funds in their hands. An exception shall be made, at the discretion of the Board of Elders and the Trustees, in the event of an emergency.
  - 2) At the close of each month and after all current obligations have been met, any amount in excess of \$500 in the General Fund shall be transferred to the Trustee Account (also known as the Surplus Account), except when a larger amount is retained for a special purpose by a vote of the Board of Elders.

### **SECTION II - Finance Ministry**

- (A) The church Fiscal Year shall be January 1 through December 31.

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(B) The Finance Ministry shall:

- 1) Have supervision over the funds, securities, receipts, and disbursements of the church.
- 2) Cause to be kept correct books of account of all the business and transactions of the church and facilitate an independent annual audit of such books.
- 3) Render, when requested, to the Board of Elders, Chairman of the Board of Elders, Lead Minister, and such other members who may request a copy from the Board of Elders an account of the financial condition of the church and any financial transactions entered into.
- 4) See that all books, reports, statements, certificates, and other documents and records required by law to be kept or filed are properly kept or filed.
- 5) Oversee the insurance of all church properties against liability, fire, tornado, wind, and other perils and to recommend to the Board of Elders such additional insurance that may be necessary or appropriate.
- 6) Oversee the safekeeping of all deeds and other legal documents.
- 7) Work with the Lead Minister and the Board of Elders to prepare and annual budget to present to the congregation.

(C) The congregation shall act upon all non-recurring expenses in excess of \$10,000 by a majority vote.

(D) All non-recurring expenses in excess of \$500 shall be submitted in writing to the Finance Ministry at least one (1) week before the Board of Elders meeting at which time action is to be considered.

### **ARTICLE XI**

Any proposed amendments to these By-Laws of NBCC must be presented in writing to the Chairman of the Board of Elders, who will present the proposed amendment(s) to the Board of Elders. Upon a three-fourths (3/4) majority affirmative vote by the total Board of Elders, the proposed amendment(s) shall be recommended to the congregation. The congregation shall be given notice of the vote on the proposed amendment(s) two (2) weeks prior to the congregational meeting duly called for said purpose in accordance with these By-Laws. Three-fourths (3/4) majority vote, by printed ballot, by the present and voting congregation shall be necessary to adopt any amendment(s) to these By-Laws of NBCC.

Articles I through V of these By-Laws and this section of these By-Laws, shall not be amended except by the unanimous (100%) vote of the entire enrollment membership at a congregational meeting duly called for said purpose, at which vote shall be by secret ballot.

To assure the maximum efficiency in the governance of NBCC, the Board of Elders shall review these By-Laws and, when deemed in the best interest of the church, shall make recommendations to change, add, or delete such as may be necessary to achieve the optimal result.

### **ARTICLE XII**

The adoption of this Constitution and By-Laws shall repeal and make null and void any and all previous rules, procedures, and/or By-Laws that this congregation may

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have adopted heretofore. However, Articles I through V may not be amended or changes except as set forth in Article XI above, and have been copied herein, in total. These By-Laws shall be in full force and effect immediately upon their adoption by the congregation of NBCC, in a meeting duly called for said purpose.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_ in the year \_\_\_\_\_.

\_\_\_\_\_  
Chairman of the Board of Elders

\_\_\_\_\_  
Secretary of the Board of Elders

**APPENDIX A - NOMINATING COMMITTEE**

The Chairman of the Board of Elders shall name three (3) Elders, two (2) Deacons, and one (1) member of the congregation at large to serve as the Nominating Committee for church officers.

The names of the members of the Nominating Committee shall be announced on the first Sunday in June each year and will remain posted through the day of election.

The Nominating Committee shall, after their appointment, meet to fulfill its duties and to interview, recommend, and nominate members of the church for election to various offices. The Nominating Committee shall post its selections for church officers no later than the first Sunday of October.

Should any member of the church desire to nominate someone whom the Nominating Committee did not name, he or she may do so by submitting the name to the Nominating Committee in writing, no later than the first Sunday in October, for their consideration, investigation, and such action as they deem for the best interest of the church.

No names will be considered for election which have not been on the bulletin board by the third Sunday in October for church officers, so that the nomination of such persons may have full consideration of the church members.



## **APPENDIX B - NBCC DOCTRINAL BELIEFS**

### **SECTION I - The Bible**

We believe the Bible to be inspired by God and written down by people of His choosing. We believe the Bible to be “inerrant” which means it is without error or flaw. It is perfect. It speaks with God’s authority through the individual styles and personalities of those who wrote it down. It teaches us how to live, points out when we get off the path, shows us how to get back on the path, and how to stay on the path. The Bible is the final authority on what is believed, taught, and practiced by this church. There are no other writings thus inspired by God.

### **SECTION II - God**

We believe in the one true and holy God, eternally existing in three persons: God, Jesus Christ, and the Holy Spirit. By His power, God created the world displaying His wisdom, goodness, and creativity. God continues to work throughout history by sustaining His creation and fulfilling His redemptive plan.

### **SECTION III - Jesus Christ**

Jesus Christ is eternally equal with, and the same as, God. He became a man through a miraculous conception and a virgin birth. He lived a perfect life, committing no sin. He voluntarily died on the cross for our sins and bodily rose from the dead after three days, appearing to many people. Jesus will return at God’s appointed time to judge all of mankind according to God’s plan.

### **SECTION IV - Man**

Man was created in the image of God to have fellowship with, and glorify, God. Man, however, sinned against God by choosing his own way. Sin separated man from God and corrupted his nature with a tendency to sin. Everyone who has ever lived, except Jesus Christ, has sinned against God and is in need of salvation. Salvation is only available through the person and work of Jesus Christ. Salvation is the free gift of God’s grace and cannot be earned in any way.

### **SECTION V - Salvation**

We believe in the Gospel—the Good News of Salvation. We believe that man, created by God, willfully sinned against God and is consequently lost and without hope apart from Jesus Christ. We believe that salvation—the forgiveness of sins—is only by grace through the blood of Jesus Christ. We believe that one receives salvation by putting faith in Christ, repenting of sin, and confessing Christ, and that the Bible commands every believer in Christ to be baptized by immersion. We believe that those who have received salvation through faith in Jesus Christ are sent into the world to proclaim the gospel and to love and serve the world just as Jesus Himself did.

### **SECTION VI - Membership**

Membership at North Bullitt Christian Church is based on being a Christian through these steps of faith. Anyone who has entered into a saving relationship with

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Jesus is invited to be a member of NBCC. If you desire to become a Christian or a member of this fellowship of believers, please or notify one of the elders or ministers. We will be delighted to help with your decision.

### **SECTION VII - The Church**

All those who experience union with Christ through salvation are united with His body, the Church. The Bible instructs believers to gather together in devotion to fellowship, worship, prayer, teaching of the Word, observance of the ordinances, service to the body, and outreach to the world. Wherever Christians meet regularly in obedience to this command, there is the local expression of the Church. Under the watch, care, and guidance of elders and other supportive leadership, its members are to work together in love and unity to extend the Kingdom of God on the earth.

### **SECTION VIII - Communion**

The Lord's Supper is for all Christians and is offered in weekly remembrance of Christ's payment for our sins. Communion is a time of reflection and proclamation of our faith in Jesus.

### **SECTION IX - Ordinances**

We teach that two ordinances have been committed to the local church: Baptism and the Lord's Supper. Baptism by immersion symbolizes the death, burial and resurrection of Jesus Christ and is a testimony to the death to sin and resurrection to new life. It is also a sign of fellowship and identification with the Church, which is the visible body of Christ. The Lord's Supper is a commemoration and proclamation of the death of Jesus Christ. Whereas the bread and the juice are only representative of the body and blood of Christ, the Lord's Supper is nevertheless an actual communion with the risen Christ, who is present in a spiritual way. We offer the Lord's Supper weekly. Believers should use this time to remember Christ and His death, examine their lives and ask God for forgiveness, and recommit their lives in service to Christ.