

Bread of Life Church, Inc. Constitution and Bylaws

Bylaws

Preamble

WHEREAS, it is the express purpose of God our Heavenly Father to call out of the world a saved people who shall contribute to the Body of Christ, built and established on the foundation of the apostles and prophets, Jesus Christ being the Chief Cornerstone.

WHEREAS, the members of the Body of Christ are enjoined to assemble themselves together for worship, fellowship, counsel, and instruction in the Word of God and the work of the ministry and for the exercise of those spiritual gifts and offices provided for in the New Testament, therefore,

BE IT RESOLVED, that we recognize ourselves a body of Christian believers working together for the common purpose of spreading the Gospel of our Lord and Savior Jesus Christ, and that under the laws of the state of New York we may exercise all the rights and privileges granted to religious bodies.

Article I Name

The name of this corporation shall be Bread of Life Church, Inc.

Article II Purpose

The specific purpose for which the corporation is initially organized is to establish and oversee places of worship, to teach and preach the gospel to all people, to conduct evangelistic and humanitarian outreach, to train and ordain ministers of the gospel and also engage in activities which are necessary, suitable or convenient for the accomplishment of those purposes, or which are incidental thereto or connected therewith, which are consistent with Section 501(c)(3) of the Internal Revenue Code. The corporation is organized exclusively for religious, charitable, educational and scientific 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 or corresponding section of any future federal tax code.

Article III Tenets of Faith

The human phraseology employed in this statement is not inspired nor contended for, but the truth set forth is held to be essential to a full Gospel ministry. No claim is made that it contains all the truth in the Bible, only that it covers orthodox fundamental matters.

The Bible is our all-sufficient rule for faith and practice. This Statement of Fundamental Truths is intended simply as a basis of fellowship among us (i.e., that we all speak the same

34 thing, 1 Corinthians 1:10; Acts 2:42). The phraseology employed in this statement is not
35 inspired or contended for, but the truth set forth is held to be essential to a full-gospel
36 ministry. No claim is made that it contains all biblical truth, only that it covers our need as
37 to these fundamental doctrines.

38 **Scripture**

39 We affirm that the sixty-six canonical books of the Bible are the inspired word of God and are
40 wholly sufficient in equipping believers for good works and godliness. These scriptures are
41 without error in all that they affirm and the only infallible rule of faith and practice.

42 1 Thessalonians 2:13; 2 Timothy 3:15-17; 2 Peter 1:21

43 **God**

44 We believe in one true and living God who eternally exists in a loving unity of three persons:
45 Father, Son, and the Holy Spirit. He is the only self-existent intelligent personal being. God is the
46 source of reality, the creator, sustainer, and redeemer of all creation. He is infinite in greatness
47 and goodness.

48 Deuteronomy 6:4; Isaiah 43:10, 11; Matthew 28:19; Luke 3:22

49 **The Nature and Person of Jesus Christ**

50 We believe that Jesus Christ is God incarnate; the second person of the trinity. He was conceived
51 by the Holy Spirit and born of the virgin Mary. He is equal in divinity to the Father and the Holy
52 Spirit. In His incarnation the divine and human natures were indivisibly united in such a way that
53 the properties of each nature were preserved and not mixed. And although He has both divine
54 and human natures, He is one person. Therefore, Jesus Christ is truly God and truly man.

55 Isaiah 9:6; Matthew 1:23; Luke 1:31,35; John 1:1,14

56 **The Work of Jesus Christ**

57 We believe that Jesus through many miracles, signs, and wonders has proved that He is the
58 Messiah and King spoken of in the Old Testament scriptures. His sinless indestructible life has
59 redeemed humanity's failure and fulfilled the old covenant law, making it obsolete. His
60 substitutionary sacrifice has provided universal atonement for sin and through His resurrection
61 He has defeated death. Jesus has ascended into heaven now sits at the right hand of the Father.

62 Matthew 28:6; Luke 24:39; John 3:16; Acts 1:9,11; 2:33; 1 Corinthians 15:3; 2 Corinthians 5:21;
63 1 Corinthians 15:4; Galatians 4:4-5; 2 Timothy 1:10; Philippians 2:9-11; Hebrews 1:3, 2:4, 7:26;
64 1 Peter 2:22

65 **The Gospel of Jesus Christ**

66 The Gospel is the royal announcement of the good news that Jesus, the Messiah-King-Son of
67 God, died for the sins of the world, was buried, was resurrected on the third day, and appeared to
68 the disciples physically in His glorified body

69 Romans 1:1-4, 2 Timothy 2:8, 1 Cor 15:1-8

70 **Holy Spirit**

71 We believe that the Holy Spirit is equal in divinity to the Father and the Son. He is the third
72 person of the trinity. He is the comforter who was sent by Jesus on the day of Pentecost. The
73 Holy Spirit indwells, regenerates, baptizes into the body of Christ, sanctifies, and empowers all
74 who repent and believe the gospel. He is the deposit of our salvation, and we are called to walk
75 in the fullness of His influence.

76 John 3:5-8; John 14:26; Acts 2:38

77 **Baptized and Filled with The Spirit**

78 We believe in “being filled with the Holy Spirit” as a deeper Christian experience, empowering
79 for ministry and worship, and in the continuing ministry of the Holy Spirit as evidenced in
80 charismatic gifts and ministries, and in the fruit of the Holy Spirit manifest in the life of the
81 believer.

82 Matthew 3:11; Acts 2:4; Acts 8:17; Acts 10:46; Acts 19:6; Acts 4:8, 31 Acts 13:9, 52; Rom 8:9;
83 Eph 5:18; 1 Cor 12:8-10, 12:13

84 **Mankind**

85 We believe that Man is created male and female in the image of God. Because of Man’s special
86 status among other earthly creatures, he is responsible for cultivating and subduing the earth.
87 Sadly, the first humans (Adam and Eve) transgressed God’s command bringing sin, death, and
88 corruption into the world. Subsequently, all humans (except for Christ) when they reach the age
89 of accountability act in solidarity with Adam and Eve and sin of their own free will. This
90 enslaves them to the power of sin and the devil and brings them under just condemnation and the
91 sentence of death. Their only hope of salvation is Christ.

92 Genesis 1:26,27; 2:17; 3:6; Romans 5:12-19

93 **Salvation**

94 Salvation is the reconciliation of man to God through Christ. It consists of the forgiveness of
95 sins, regeneration and possession of the Holy Spirit, justification, sanctification, and glorification
96 in eternal life. The Gospel is the power of God for salvation. Therefore, when people hear the
97 message of the Gospel and respond with genuine faith, which is evidenced by repentance and
98 allegiance to Christ, they are saved from the second death.

99 Luke 24:47; John 3:3; Romans 10:13-15; Ephesians 2:8; Titus 2:11; 3:5-7

100 **Church**

101 The Church is all people who have entered into a saving relationship with Christ. It is universal
102 and local. The universal Church consists of all people who are in Christ, past and present. Local
103 churches are local assemblies of believers who operate according to Biblical mandates and
104 patterns. Once someone accepts Jesus, he/she is baptized by the Spirit into the body of Christ
105 (the Church). This person is then responsible for becoming a disciple, identifying with the
106 Church through water baptism, and joining the mission of Christ in a local church. As the body
107 of Christ, the Church is Christ's continuing ministry in the word, called to evangelize the world
108 and bring about the obedience of faith.

109 Romans 1:5; Acts 1:8; Matthew 28:19,20; Mark 16:15,16). 1 Corinthians 12:13, Ephesians 4:11-
110 16; 1 Corinthians 12:28; 14:12; Psalm 112:9; Galatians 2:10; 6:10; James 1:27

111 **Ordinances**

112 **Baptism**

113 In His Great Commission, Jesus commanded the disciples to Baptize everyone who receives the
114 message of the gospel in the name of the Father, Son, and the Holy Spirit. Therefore, baptism is
115 an identification with the triune God. Baptism also represents the washing away of one's sins.
116 Furthermore, it symbolizes the believer's union with the life of Christ as they are buried
117 (immersed in the water) and raised (emerge from the water) with Him. Lastly, it is the outward
118 expression of the spiritual reality that one has been baptized into the body of Christ.

119 Matt. 28:19; Rom. 6:4

120 **The Lord's Supper (Communion)**

121 On the night He was betrayed during His last meal with the disciples, Jesus instituted the
122 ongoing practice of the Lord's Supper. It involves two elements: bread and wine (or grape juice).
123 The bread represents Jesus's body given as a sacrifice. The wine represents the pouring out of
124 His cleansing blood and the ratification of the New Covenant. Although, communion involves
125 symbolic elements, we affirm that there are spiritual realities present in its observance.

126 John 6:48,51,53-57; Luke 22:19,20; 2 Pet. 1:4; 1 Cor. 11:25).

127 **Last Things**

128 We believe in the immanent return of Christ, and that one day He will return personally, visibly,
129 and physically. He will judge the living and the dead, consummate His kingdom, and renew the
130 whole creation. All will face the judgment seat of Christ. To those who have received Him, He
131 will give eternal life; but those who deny the love and grace of the Son, will suffer the second
132 death.

133 Matthew 10:28, 25:46; Mark 9:43-48; 1 Thessalonians 4:16-17; 2 Peter 2:6, 3:13; Revelation
134 19:20; 20:11-15; 21:1-2, 21:8; Revelation 21 and 22

135 **Article V Membership**

136 **Section 1 Membership Process**

137 Prerequisites for being eligible for membership are: The individual must give evidence of
138 his faith in the Lord Jesus Christ, voluntarily subscribe to Bread of Life Church, Inc. 's tenets
139 of faith, read and agree to be governed by the Bylaws of this church, have been water
140 baptized, agree to attend a membership seminar, and agree to strive to conduct himself in
141 accordance with Biblical practices.

142 If a potential member has a different view in a secondary doctrine, they may still seek
143 membership provided that they do not teach, promote, or make these views an issue. There
144 are certain non-negotiable doctrines which include: 1. The Scriptures Inspired 2. The One
145 True God 3. The Adorable Godhead – Trinitarian 3. The Deity of the Lord Jesus Christ
146 4. The Fall of Man 5. The Salvation of Man 6. The Second coming of Christ.

147 This church is a fellowship of believers participating in the labors of the Holy Spirit in this
148 community. An individual seeking to become a member of this church must submit in
149 writing, that they wish to become a member. The applicant must include the following
150 information with their request:

151 A. The name of the applicant must be listed.

152 B. There must be a statement attesting that the member meets all prerequisite
153 requirements.

154 The corporate membership will then vote whether or not the applicant will be accepted at
155 the next membership meeting at which new members are considered.

156 Junior Membership. There shall be a non-voting Junior Membership for
157 young people over 11 years of age and under 18 years of age who give evidence of the
158 New Birth, having received Christ as personal Saviour and who meet the usual
159 qualifications for membership established by this assembly. Those who are Junior
160 Members of the church must apply to become voting members when they reach the age of
161 eighteen. They must meet the requirements deemed necessary for membership of the
162 Assembly.

163
164 Inactive Membership. Enrolled members who shall without good cause
165 absent themselves from the services of the assembly for a period of three consecutive
166 months or more, and who cease to contribute of their means to its support, who may be
167 out of harmony with its teachings or its ministries, or who shall be under charges for
168 misconduct, or who may have fallen under condemnation through sinful or worldly
169 practices, shall be considered as inactive members and shall lose their voting privileges

170 until they are restored to the fellowship, their standing to be settled by the definite action of the
171 assembly through its elected officers.

172 **Section 2 Termination of Membership** Any action taken by the corporate members
173 concerning the removal of member is valid by a two thirds majority vote of the qualified
174 voters in attendance at a properly called meeting of the members., excluding any
175 disqualified individuals. Reasons for removal:

176 A. Voluntary withdrawal from membership.

177 B. Deceased.

178 C. Propagation of doctrines and practices contrary to the Tenets of Faith (Romans 16:17,18;
179 Galatians 1:8,9; Titus 3:9-11; II Thessalonians 3:6).

180 D. Living in sin or in a manner which is inconsistent with Biblical standards of holiness (I
181 Corinthians 5:11; Galatians 5:19-21; Hebrews 12:14).

182 The Board of Trustees shall be authorized to revise the membership roll of the corporation
183 as needed.

184 Any person who may have been terminated as a church member shall be notified of this
185 action in writing by the church secretary and shall have the right to appeal to the
186 presbytery for reconsideration of said action.

187 The corporate membership may restore to membership any person previously excluded,
188 upon request of the excluded person, and upon evidence of the excluded person's
189 repentance and reformation. This should be done in the Spirit of forgiveness and love (II
190 Corinthians 2:6-8).

191 **Section 3 Voting Rights**

192 This is a voting membership church. Qualified voters shall be all persons who are then
193 members in good and regular standing of the church by admission into full communion or
194 membership therewith in accordance with the rules and regulations thereof, and of the
195 governing ecclesiastical body, if any, of the denomination or order to which the church
196 belongs, or who have been stated attendants on divine worship in the church and have
197 regularly contributed to the Financial support thereof during the year next preceding the
198 meeting. Provided, however, that the qualified voters may at any properly called annual or
199 special corporate meeting, if notice of the intention so to do has been given with the notice
200 of such meeting, determine that thereafter only members of the church shall be qualified
201 voters at corporate meetings thereafter. The presence at such meetings of at least six
202 persons qualified to vote thereat shall be necessary to constitute a quorum. Each qualified
203 voter at the meeting shall have one vote.

204 **Article VI Government**

205 **Section 1 Officers (who shall also be Trustees)** 1. There shall be a Senior
206 Pastor/President.

207 2.. There shall be a Secretary.

208 3. There shall be a Treasurer.

209 4. Other officers may be added as needed.

210 **Section 2 Board of Trustees and Voting Power**

211 1. The Board of Trustees shall consist of individuals listed above and any others elected as
212 Trustees by the qualified voters. The majority of the Board of Trustees shall serve without
213 remuneration. The majority shall also not be comprised of one group whose members are
214 related by blood, business or marriage.

215 2. The Senior Pastor/President shall be chairman of the Board of Trustees.

216 3. The Board of Trustees shall have the powers and duties enumerated in Section Five (5)
217 of the Religious Corporations Law of the State of New York, as amended, except as
218 otherwise provided in these Bylaws. In the event of a conflict between Section 5 and these
219 Bylaws, the Bylaws shall control.

220 **Article VII Official Functions**

221 **Section 1 Senior Pastor/President**

222 **Qualifications**

223 The Senior Pastor/President shall have wisdom in handling the corporation's affairs. He
224 shall be of sound doctrine and good judgment.

225 **Duties**

226 Section 1. The Pastor shall be considered as the spiritual overseer of the assembly and
227 shall direct all of its activities. He shall be the president of the corporation and shall act
228 as chairman of all the business meetings of the assembly and of the Official Board. He
229 shall be an ex officio member of all committees or departments. He shall provide for all
230 the services of the assembly and shall arrange for all special meetings, conventions, or
231 revival campaigns. No person shall be invited to speak or preach in the assembly without his
232 approval.

233 The Senior Pastor/President shall be the leader of the church as provided by the Holy
234 Scriptures. The Senior Pastor/President shall be chairman of the corporate membership

235 and preside over all corporation meetings. The Senior Pastor/President shall hold the
236 Ecclesiastical Authority and be responsible for the day-to-day decisions.

237 **Term of Office**

238 The term of office of the Senior Pastor/President shall be unlimited.

239 **Removal**

240 The Board of Trustees may call a meeting of the corporate members into session without
241 the presence of the Senior Pastor/President to conduct an investigation of accusations
242 against him and make a determination as to whether the Senior Pastor/President has
243 committed any of the following accusations which are grounds for dismissal:

244 A. Adultery

245 B. Embezzlement

246 C. Compulsive Lying

247 D. Sexual Impurity

248 E. Conviction of a felony that is a violation of Scripture

249 Any action taken by the corporate members concerning the removal of the Senior
250 Pastor/President is valid by a three-fourths majority vote of the qualified voters in
251 attendance at a properly called meeting of the members., excluding any disqualified
252 individuals.

253 **Removal Pursuant to These Bylaws**

254 Should the Senior Pastor/President be removed from office pursuant to these Bylaws, the
255 previously approved successor will step into the role of the Senior Pastor/President.

256 **Senior Pastor/President Successor**

257 The Senior Pastor/President may nominate a successor at any time. The nominee shall be
258 confirmed by simple majority vote of the qualified voters in attendance at a properly called
259 meeting of the members. This person will assume the role of the Senior Pastor/President if
260 the Senior Pastor/President retires, passes away, or is otherwise incapacitated.

261 **No Successor Appointed**

262 Should the Senior Pastor/President fail to appoint a successor, the following shall serve as
263 an order of succession:

264 1. Secretary

265 **2. Treasurer**

266 If the retirement, passing, removal or incapacity of the Senior Pastor/President leaves the
267 Board of Trustees with a vacancy or without a quorum, then the First motion of the person
268 who assumes the role of the Senior Pastor/President through this section shall be to
269 nominate one or more prospective Trustees. The nominee(s) shall be confirmed by a
270 simple majority vote of the qualified voters in attendance at a properly called meeting of
271 the qualified voters.

272 **Section 3 Secretary**

273 **Qualifications**

274 The Secretary shall be a spiritually minded person and of sound judgment. He must be
275 administratively minded with the ability to multi-task.

276 **Duties**

277 By virtue of his office, the Secretary shall keep a true and accurate record of all meetings,
278 including business meetings of the corporation. He shall perform clerical duties, and shall
279 be the custodian of all legal documents.

280 **Manner of Appointment**

281 The Senior Pastor/President shall nominate, and the Board shall confirm the Secretary to
282 office by a simple majority vote of those in attendance at a properly called meeting.

283 **Term of Office**

284 The term of office of the Secretary shall be reviewed every three years. The number of
285 consecutive terms that he may serve is two. Should the Secretary be found in violation of
286 the Bylaws the qualified voters may dismiss him by a simple majority vote of those in
287 attendance at a properly called meeting.

288 **Section 4 Treasurer**

289 **Qualifications**

290 The Treasurer shall be a spiritually minded person, and of sound business judgment. He
291 shall be capable of doing the accounting required to maintain the corporation books.

292 **Duties**

293 By virtue of his office, the Treasurer shall keep, in a business-like manner, an itemized
294 account of all receipts and disbursements of moneys committed to his trust and shall make
295 reports to be presented during the official board meetings. He shall deposit and make
296 withdrawals in a manner prescribed in Article XIX.

297 **Manner of Appointment**

298 The Senior Pastor/President shall nominate, and the Board shall confirm the Treasurer to
299 office by a simple majority vote of qualified voters in attendance at a properly called
300 meeting.

301 **Term of Office**

302 The term of office of the Treasurer shall be reviewed every three years. The number of
303 consecutive terms that he may serve is two. Should the Treasurer be found in violation of
304 the Bylaws the qualified voters may dismiss him by a simple majority vote of qualified
305 voters in attendance at a properly called meeting.

306 **Section 5 Trustees**

307 **Qualifications**

308 Trustees shall be spiritually minded persons, and of sound business judgment.

309 **Duties**

310 By virtue of their office, Trustees shall carry out the responsibilities that the Senior
311 Pastor/President or Board of Trustees delegate to them.

312 **Manner of Appointment**

313 The Senior Pastor/President shall nominate, and the qualified voters shall confirm
314 Trustees to office by a simple majority vote of those in attendance at a properly called
315 meeting.

316 **Term of Office**

317 The term of office of all Trustees shall be reviewed every three years. The number of
318 consecutive terms that Trustees may serve is two terms consecutively. He must then not be
319 nominated until being out for a term. Should a Director be found in violation of the Bylaws
320 the qualified voters may dismiss him by a simple majority vote of those in attendance at a
321 properly called meeting.

322 **Filling of Vacancies on Board of Trustees**

323 If any Trustee declines to act, resigns, or dies, or having been a member of the church
324 ceases to be a member, or not having been a member of such church, ceases to be a
325 qualified voter at a corporate meeting thereof, his office shall be vacant, and such vacancy
326 may be filled by the remaining Trustees until the next annual corporate meeting, at which
327 meeting the vacancy shall be filled for the unexpired term.

328 **Article VIII Meetings**

329 **Section 1 Church Services**

330 In any established place of worship, the appointed Senior Pastor/President will be
331 responsible for regular church services.

332 **Section 2 Corporation Meetings**

333 The corporation year shall coincide with the calendar year beginning on January 1st and
334 running through December 31st.

335 The Senior Pastor/President will call the annual corporate meeting to discuss the direction
336 of the corporation, elect Trustees, and take up such other and further business as shall be
337 lawfully brought before the qualified voters. The Senior Pastor/President shall also set
338 dates and times for other special corporate meetings.

339 Written notice of the time and place of the meeting, together with a statement of the
340 business to be transacted at the meeting, shall be given by posting a public announcement
341 at all services or by announcement of the presiding minister at regular Sunday morning
342 services on at least two consecutive Sundays preceding such meeting Binding decisions
343 made by this corporation shall be by a simple majority vote of the qualified voters present
344 at any properly called corporate meeting, unless otherwise stated in these bylaws.

345 The Secretary shall keep accurate minutes of all discussions and actions taken at any
346 corporate meeting. He then must submit them at the next corporate meeting for discussion
347 and approval by the qualified voters present at the meeting. Upon approval by the qualified
348 voters, the minutes shall be adopted, and all policy and procedure in them will continue to
349 be enforced.

350 **Article IX Quorum**

351 A simple majority of the board members (including the Senior Pastor/President) at an
352 official board meeting constitutes a quorum.

353 In order to consider whether to discipline or remove the Senior Pastor/President, three-
354 fourths of all qualified voters of the church shall constitute a quorum. For all other matters,
355 one-fourth of qualified voters (including the Senior Pastor/President) shall constitute a
356 quorum.

357 **Article X Ecclesiastical Authority**

358 Any disputes that arise over the interpretation of these Bylaws, doctrine, or matters of
359 faith, shall be deferred to the highest ecclesiastical authority of this church. In this case it
360 would be the Senior Pastor/President, with the advice of the Board of Trustees.

361 **Article XI Mutual Interest**

362 The behavior of anyone in fellowship with this church is of common interest to the Board of
363 Trustees and membership. (Gal. 6:1) This church requires every Trustee and
364 Congregational member to adhere to a Lifestyle that is consistent with the doctrines of this
365 church as taught in the Holy Scriptures. Therefore, this church reserves the right to refuse
366 service to any individual, whether member or not, that is not submitting their Lifestyle to
367 this Scriptural mode of conduct. This refusal would include services, benefits and any use of
368 church assets.

369 **Article XII Prohibited Activities**

370 This church is prohibited from engaging in activities which violate its written doctrines.

371 This church is also prohibited from condoning, promoting, or allowing any of its assets to
372 be used for activities that violate its written doctrines.

373 **Article XIII Founder's Vision**

374 In establishing effective leadership within church, the vision of the founding Senior
375 Pastor/President will be represented and carried out. It is the responsibility of the
376 founding Senior Pastor/President to clearly articulate to the Board of Trustees and the
377 members of the congregation the vision and mission of the church. In the event of
378 retirement, passing, removal, or incapacity of the Founding Senior Pastor/President, his
379 successor shall carry on the vision and mission for the life of the Church.

380 **Article XIV Security of People and Property**

381 To help ensure the protection, security and safety of congregants, guests and volunteers
382 during church functions, and for the protection of church property, the Board of Trustees
383 may establish teams and committees who are trained in security and knowledgeable
384 regarding the policies and procedures of the church to review and make recommendations
385 to the Board regarding the safety and security of individuals and the protection of church
386 property.

387 **Article XV Review of Church Records**

388 **Section 1 Requests Made by Congregant**

389 To ensure the trust of the congregants and to also ensure that a public interest is being
390 served, church records and basic financial information may be available for congregational
391 inspection and review upon reasonable notice and during normal business hours, provided,
392 however, that no confidential health information of individuals or other nonpublic
393 information of individuals need be disclosed except pursuant to a lawful order of a court of
394 competent jurisdiction.

395 **Section 2 Required Provisions of the Request**

396 Requests for information must be in writing, must identify the requestor, must state the
397 reason for the request. and must affirm that the information shall in no way be made public
398 or shared with any other congregant in a way that will jeopardize the church.

399 **Section 3 Required Fee**

400 This corporation may require a reasonable per-page fee for any copies that are required in
401 order to accommodate approved records requests.

402 **Section 4 Confidentiality**

403 In order to keep the records of the church confidential, records shall not be released to any
404 outside agency, person or entity unless due process has been served and a properly issued
405 subpoena has been personally delivered. This includes the IRS, except under the provisions
406 of Section 7611, which shall be limited only to information deemed to be relevant to the
407 inquiry being made. At all times the IRS will be expected to comply with all of the
408 provisions of Section 7611.

409 **Section 5 Denying a Request**

410 The Board of Trustees reserves the right to deny such a request for any of the following
411 reasons:

412 1. The request is considered by the Board of Trustees and deemed to be frivolous; 2. The
413 individual making the request has a history of being divisive; 3. The individual does not
414 adequately provide the required information on the request as stated in this Article; 4. The
415 person making a request is not a regular attendee or tither.

416 **Article XVI Privacy**

417 This church shall diligently watch to keep private all records concerning polity, doctrine,
418 counseling and information on individuals in fellowship with this church. This church must
419 not disclose any records that may compromise information about a member's attendance,
420 membership status, giving, and counseling records, except pursuant to a lawful order of a
421 court of competent jurisdiction.

422 **Article XVII Order**

423 For the purpose of conducting business, the Senior Pastor/President shall, in an orderly
424 manner, preside over all of the affairs of the corporation.

425 **Article XVIII Finances**

426 **Section 1 Audit**

427 The Treasurer and/or any other person or persons appointed by the Board of Trustees
428 shall complete an internal audit. This audit of all financial records shall be made after the
429 close of the calendar year, prior to the end of February.

430 **Section 2 Checks, Payments and Withdrawals** The Board of Trustees of Bread of Life
431 Church, Inc. shall adopt a Corporate Expenditures Policy detailing the procedure for
432 properly executing checks, payments and withdrawals.

433 **Section 3 Salaries**

434 All salaries shall be determined in the following manner: The Board of Trustees shall
435 annually review the salaries and compensation of the ministers and make proposals based
436 on these reviews. Changes shall go into effect immediately.

437 **Article XIX Property Rights**

438 All property, real or chattel, of the corporation shall be acquired, held, sold, transferred or
439 conveyed in the corporation's name. No real or chattel property of the corporation shall be
440 sold, leased, mortgaged, or otherwise alienated without authorization of the Board of
441 Trustees.

442 **Article XX Dissolution**

443 In the event that the corporation ceases to exist, all assets of this church shall, at the
444 discretion of the Board of Trustees, be distributed for one or more exempt organizations.

445 **Article XXI Ministers of the Gospel** The Senior Pastor/President of this ministry shall by
446 virtue of his office automatically be recognized as an ordained minister.

447 **Section 1 Classes of Ministers**

448 This ministry shall have a set number of classes of ministers, as set forth below. Each class
449 of minister will have distinct rights and privileges; they are listed below: **Commissioned**
450 **Minister:**

451 This recognition is automatically given to all believers in fellowship with this ministry.
452 They are not authorized to perform any sacerdotal services, but primarily assist others in
453 the Body of Christ. Individuals in this category may include, but are not limited to: teachers,
454 worship leaders, instructors, hospital and jail visitors, those who provide ministerial
455 assistance, and lay persons.

456 **Chaplain:**

457 This recognition is for ministers of the gospel that are called by God and recognized by the
458 Senior Pastor/President to minister primarily in prisons, hospitals and public assistance
459 programs.

460 **Minister's Apprentice:**

461 This recognition is given by the Senior Pastor/President of this ministry. This recognition is
462 for those who are starting out in the ministry but need extensive training. They are to work
463 closely with a licensed or ordained minister. Such persons are not authorized to perform
464 any sacerdotal services.

465 **Licensed Minister:**

466 This recognition is given by the Senior Pastor/President of this ministry. This recognition is
467 for those who are somewhat seasoned in the ministry but need further experience. Many of
468 these are individuals that have been working in their chosen vocation but have never
469 entered full-time ministry or have only been in full-time ministry for less than three (3)
470 years. Such persons are authorized to perform the following religious functions: 1. Conduct
471 religious worship

472 2. Religious instruction

473 3. Administer communion

474 4. Provide spiritual counseling

475 5. Serve on the Board of Trustees of a church

476 6. And other sacerdotal functions including

477 A. Conduct baby dedication ceremonies

478 B. Perform baptisms

479 C. Perform weddings

480 D. Conduct funerals

481 E. Visit the sick and shut-in

482 F. Minister in prisons

483 However, this person is not in charge of a congregation. Limited authority is granted to run
484 the affairs of the ministry.

485 **Ordained Pastor/Minister:**

486 This recognition is given by the Senior Pastor/President to those persons who have an
487 “established” or “proven” ministry. Ordained ministers are authorized to perform all
488 functions of the Christian ministry and religious functions and must be capable of doing so.

489 Ordained ministers are authorized to perform all religious functions: 1. Conduct religious
490 worship

491 2. Religious instruction

492 3. Administer communion

493 4. Provide spiritual counseling

494 5. Serve on the Board of Trustees of a church

495 6. Ministry administration

496 7. And other sacerdotal functions including

497 A. Conduct baby dedication ceremonies

498 B. Perform baptisms

499 C. Perform weddings

500 D. Conduct funerals

501 E. Visit the sick and shut-in

502 F. Minister in prisons

503 He must be capable, as determined by the Senior Pastor/President to take charge of a
504 congregation.

505 **Section 2 Senior Pastor/President’s Authority** The Senior Pastor/President of this
506 ministry shall have ecclesiastical authority to decide who, how or if a person will be
507 licensed by this ministry to hold any of the classes mentioned above (Matt. 16:13-19).

508 **Section 3 Elders**

509 The Elders are a corporate membership appointed committee given charge of the spiritual
510 care of the congregation. Their authority is limited to that which is granted them by the
511 qualified voters. They have no Financial or governmental control within the fellowship.
512 They should only concern themselves with the spiritual needs of the fellowship.

513 **Qualifications**

- 514 All Elders must qualify by exemplifying the following in their lives: 1. Above reproach (1
515 Tim. 3:2; Titus 1:6-7)
- 516 2. The husband of one wife (1 Tim. 3:2; Titus 1:6-7) 3. Temperate, sober, vigilant (1 Tim.
517 3:2)
- 518 4. Sober-minded, prudent (1 Tim. 3:2; Titus 1:8)
- 519 5. Of good behavior; orderly, respectable (1 Tim. 3:2) 6. Hospitable (1 Tim. 3:2; Titus 1:8)
- 520 7. Able to teach (1 Tim. 3:2; Titus 1:9)
- 521 8. Not a drunkard (1 Tim. 3:3,8; Titus 1:7)
- 522 9. Not violent; not pugnacious (1 Tim. 3:3; Titus 1:7) 10. Patient, moderate, forbearing,
523 gentle (1 Tim. 3:3; Titus 1:7) 11. Not a brawler; not contentious, not quick tempered (1
524 Tim. 3:3; Titus 1:7) 12. Not covetous; not a lover of money; not greedy for money (1 Tim.
525 3:3; Titus 1:7) 13. Rules his own house well; his children are faithful (1 Timothy 3:4; Titus
526 1:6) 14. Not a new convert (1 Tim. 3:6)
- 527 15. Well thought of, has a good reputation with outsiders (1 Tim. 3:7) 16. Not self-willed
528 (Titus 1:7)
- 529 17. A lover of good (Titus 1:8)
- 530 18. Just, upright (Titus 1:8)
- 531 19. Holy, devout (Titus 1:8)
- 532 20. Self-controlled (Titus 1:8)

533 **Duties**

534 The Elders shall devote their time to prayer, the ministry of the Word (by teaching and
535 encouraging sound doctrine), and shepherding God's flock. The Elders shall take particular
536 responsibility to examine and instruct prospective Members, equip the Membership for the
537 work of the ministry, encourage sound doctrine and practice, admonish and correct error,
538 coordinate and promote the ministries of the church, and mobilize the church for world
539 missions. The Elders are further to ensure that all who minister the Word to the
540 congregation, including outside speakers, share our fundamental convictions. They shall
541 work closely with the Board of Trustees to ensure a healthy spiritual atmosphere within
542 the fellowship.

543 **Manner of Appointment**

544 The Pastor shall nominate, and the qualified voters shall confirm Elders.

545 **Term of Office**

546 The term of office of each Elder shall be reviewed every two years. The number of
547 consecutive terms that an Elder may serve is unlimited. Elders are subject to removal at
548 any time in accordance with the Removal section below.

549 **Removal**

550 Should an Elder be found in violation of the Bylaws the qualified voters may dismiss him by
551 a simple majority vote of those present at a properly called meeting.

552 **Section 4 Deacons**

553 **Qualifications**

554 The office of Deacon is described in 1 Timothy 3:8-13 and Acts 6:1-7. The church shall
555 recognize, in accordance with the constitutional provisions on elections, men/women who
556 are giving of themselves in service to the church, and who possess particular gifts of
557 service. These members shall be received as gifts of Christ to His church and set apart as
558 Deacons.

559 **Duties**

560 Deacons shall care for the temporal needs of members, attend to the accommodations for
561 public worship, and encourage and support those able to help others and those with gifts of
562 administration.

563 **Manner of Appointment**

564 The Pastor shall nominate, and the qualified voters shall confirm Deacons.

565 **Term of Office**

566 The term of office of each Deacon shall be reviewed every two years. The number of
567 consecutive terms that a Deacon may serve is unlimited. Deacons are subject to removal at
568 any time in accordance with the Removal section below.

569 **Removal**

570 Should a Deacon be found in violation of the Bylaws the qualified voters may dismiss him
571 by a simple majority vote at a properly called meeting.

572 **Article XXII Indemnification**

573 This church shall, to the extent legally permissible, indemnify each person who may serve
574 or who has served at any time as an officer, director, or employee of the church against all
575 expenses and liabilities, including, without limitation, counsel fees, judgments, fines, excise
576 taxes, penalties and settlement payments, reasonably incurred by or imposed upon such
577 person in connection with any threatened, pending or completed action, suit or proceeding
578 in which he or she may become involved by reason of his or her service in such capacity;
579 provided that no indemnification shall be provided for any such person with respect to any
580 matter as to which he or she shall have been finally adjudicated in any proceeding not to
581 have acted in good faith in the reasonable belief that such action was in the best interests of
582 the corporation; and further provided that any compromise or settlement payment shall be
583 approved by a majority vote of a quorum of Trustees who are not at that time parties to the
584 proceeding.

585 **Article XXIII Other Considerations**

586 Anything that has not been discussed in these bylaws shall be discussed and decided upon
587 at a properly noticed corporate meeting of the qualified voters.

588 **Article XXIV Amendments**

589 Amendments to the Bylaws may be made by a two-thirds majority vote of the qualified
590 voters at a properly called meeting.

591 These Bylaws adopted on this the _____ day of _____, 20____ supersede
592 and replace all previous Bylaws voted on prior to this day.

593 Signed and certified this day, to be effective immediately.

594 _____

595 Senior Pastor/President of Bread of Life Church, Inc.

596 _____

597 Secretary of Bread of Life Church, Inc.

598 _____

599 Treasurer of Bread of Life Church, Inc.

