



lifewaychurch

BYLAWS

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PREAMBLE

The membership of this church accepts the Bible as its authority.

The Bylaws are intended to apply biblical concepts to the establishment of the structure and function of this church body. These Bylaws establish Lifeway Church's interpretation of these biblical concepts.

2 Timothy 3:16-17 | All Scripture is God-breathed and is useful for teaching, rebuking, correcting and training in righteousness, so that the man of God may be thoroughly equipped for every good work.

ARTICLE 1 | NAME AND INCORPORATION

A. Name of the Corporation

This congregation shall be known as Lifeway Church, incorporated under the laws of the Commonwealth of Pennsylvania.

B. Church Location

Mailing address is:

Lifeway Church
70 Clay School Road
Ephrata, Pennsylvania 17522

C. Organization Purpose

Lifeway Church, Inc. shall be organized and operated exclusively for religious purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, or the corresponding provision of any future United States Internal Revenue law in order to:

1. Minister the Word of God.
2. Conduct regular religious worship services through various forms of ministries.
3. Promote and encourage, through ministries of the organization, cooperation with other organizations ministering within the community.
4. Spread the Word of the Gospel by ministering to all through seminars, radio, television, and other forms of mass media.
5. Conduct a local and international church by the direction of the Lord Jesus Christ and under the leadership of the Holy Spirit in accordance with all the provisions as set forth in the Bible.

6. Maintain local church and missionary facilities.
7. Conduct a school for ministers and leaders.
8. License and ordain qualified individuals including graduates of ministerial schools.
9. To have the right to own, hold in trust, use, possess, sell, convey, mortgage, lease or dispose of such property, real or chattel, as may be needed for the prosecution of its work.
10. Lifeway Church, Inc. is not organized, nor shall it operate, for pecuniary gain or profit, and it does not contemplate the distribution of gains, profits, or dividends to its members and is organized solely for non-profit purposes. The property, assets, profits and net income of this church are irrevocably dedicated to charitable, educational, and religious purposes and no part of the profits or net income of this church shall ever inure to the benefit of any individual. On the dissolution of this church, its assets remaining after payment, or provision or payment of all debts and liabilities of this church shall be distributed to a non profit fund, foundation, or corporation that is organized and operated for charitable, educational, ecclesiastical, or religious purposes and that has established its tax exempt status under Section 501(c)(3) of the Internal Revenue Code of 1986.

D. Term

The term in which the corporation is to exist is perpetual.

ARTICLE 2 | STATEMENT OF FAITH

A. The Word of God

We believe that only the sixty-six books of the Bible, in their original languages, are the inspired and, therefore, inerrant Word of God. The Bible is the final authority for all we believe and how we are to live. (Mt. 5:18; Jn. 10:35; 17:17; 2 Tim. 3:16–17; 2 Pet. 1:20–21)

B. God

We believe that the one true God exists eternally in three persons—Father, Son, and Holy Spirit—and that these, being one God, are equal in deity, power, and glory. God is infinite in love, perfect in judgments, and unchanging in righteousness and mercy.

We believe that God not only created the world, but also now upholds, sustains, governs, and providentially directs all that exists, and that He will bring all things to their proper consummation in Christ Jesus, to the glory of His name. (Ps. 104:1–35; 139:1–24; Mt. 10:29–31; 28:19; Acts 17:24–28; 2 Cor. 13:14; Eph. 1:9–12; 4:4–6; Col. 1:16–17; Heb. 1:1–3; Rev. 1:4–6)

1. **God the Father**

We believe God the Father is eternal, omniscient, omnipresent, and omnipotent. We believe the heavenly Father is the source of all that exists, whether of matter or spirit. With the Son and the Holy Spirit, He made man, male and female, in His image. By intention He relates to people as Father, thereby forever declaring His goodwill toward them. In love He both seeks and receives penitent sinners. (Ps. 68:5; Isa. 64:8; Mt. 5:45; 7:11; Jn. 3:17; Rom. 8:15; 1 Pet. 1:17)

2. **God the Son**

We believe that Jesus of Nazareth is the Christ (Messiah), the Son of God; that He is God incarnate, fully God and fully man; that He was eternally preexistent with the Father and the Holy Spirit; and that He was conceived and born of a virgin, lived a sinless life, and offered Himself as a penal, substitutionary sacrifice for sinners. By His blood shed at the cross, He obtained for us eternal redemption, the forgiveness of sins and life everlasting. He was raised bodily on the third day and ascended to the right hand of the Father, there to make intercession for the saints forever. He will return to earth again to reign in righteousness. (Mt. 1:18–25; Jn. 1:1–18; Rom. 8:34; 1 Cor. 15:1–28; 2 Cor. 5:21; Gal. 3:10–14; Eph. 1:7; Phil. 2:6–11; Col. 1:15–23; Heb. 7:25; 9:13–15; 10:19; 1 Pet. 2:21–25; 1 Jn. 2:1–2)

3. **God the Holy Spirit**

We believe that the Lord Jesus Christ baptizes believers in the Holy Spirit, in whom we are also sealed for the day of redemption. The Holy Spirit regenerates, forever indwells, and graciously equips the Christian for godly living and service. Subsequent to conversion, the Spirit desires fills, empowers, and anoints believers for ministry and witness. We also believe that signs and wonders, as well as all the gifts of the Spirit described in the New Testament, are operative today and are designed to testify to the presence of the kingdom and to empower and edify the Church to fulfill its calling and mission. (Mt. 3:11; Jn. 1:12–13; 3:1–15; Acts 4:29–30; Rom. 8:9; 12:3–8; 1 Cor. 12:12–13; 2 Cor. 1:21–22; Gal. 3:1–5; Eph. 1:13–14; 5:18)

C. Salvation

We believe that salvation is by grace alone, through faith alone, in Christ alone. No ordinance, ritual, work or any other activity on the part of man is required or accepted for his salvation. This saving grace of God, through the power of the Holy Spirit, also sanctifies us by enabling us to do what is pleasing in God's sight, that we might be progressively conformed to the image of Christ. (Jn. 1:12–13; 6:37–44; 10:25–30; Acts 16:30–31; Rom. 3:1–4:23; 8:1–17, 31–39; 10:8–10; Eph. 2:8–10; Phil. 2:12–13; Titus 3:3–7; 1 Jn. 1:7, 9)

D. Evil

We believe that Satan, originally a great and good angel, rebelled against God, taking a multitude of angels with him. He was cast out of God's presence and is at work with his demonic hosts to establish his counter-kingdom of darkness, evil, and unrest on earth. Satan was judged and defeated at the cross of Christ and will be cast forever into the lake of fire which has been prepared for him and his angels. (Isa. 14:10–17; Ezek. 28:11–19; Mt. 12:25–29; 25:41; Jn. 12:31; 16:11; Eph. 6:10–20; Col. 2:15; 2 Pet. 2:4; Jude 6; Rev. 12:7–9; 20:10)

E. Humanity

We believe that humanity, male and female, was originally created in the image of God, righteous and without sin. As a consequence of disobedience, all persons are sinners by both nature and choice, and are, therefore, spiritually dead and justly condemned as children of wrath in the sight of God, wholly unable to save themselves. (Gen. 1:1–3:22; Ps. 51:5; Isa. 53:5; Rom. 3:9–18; 5:12–21; Eph. 2:1–3)

F. The Church

The church is a community of redeemed people worldwide under the Lordship of Jesus who meet regularly to worship, be discipled, partake of the sacraments, fellowship, and carry out the great commission together.

1. Jesus established the local church to function with ordained leaders and a form of governance that protects, guides and releases people in their gifts to minister. The church functions under the theocratic rule of God with clearly defined elders.
2. We believe that the Church is God's primary instrument, through which He is fulfilling His redemptive purposes in the earth. To equip the saints for the work of ministry, God has given the Church apostles, prophets, evangelists, pastors, and teachers.
3. We also affirm the priesthood of all believers and the importance of every Christian being joined with and actively involved in a local community of the saints.

(Mt. 16:17–19; Acts 2:17–18, 42; Eph. 3:14–21; 4:11–16; 1 Tim. 2:11–15; Heb. 10:23–25; 1 Pet. 2:4–5, 9–10)

G. Sacraments

We believe that water baptism and the Lord's Supper are the two ordinances of the Church, to be observed until the time of Christ's return.

1. We believe that the baptism of believers with water is a pledge of their covenant with God. It identifies them with the death, burial, and resurrection of Christ. It is a sign of their cleansing and freedom from sin, and their commitment to walk in the way of Jesus

Christ through the power of the Holy Spirit. Immersion is our primary mode of baptism. Rom. 6:1-6, Matt. 28:19, Acts 2:22-24, 36-41, 8:26-39, Gal. 3:26-29, Col. 2:10-15

2. We believe that through the Lord's Supper the church renews its covenant with God and with each other, and participates in the life and death of Jesus Christ until he comes. 1 Cor. 11:23-32, 10:16-17, Lk. 22:15-30, Jer. 31: 31-34

H. Missions and Service

We believe that God has called the Church to work together in unity and honor in preaching the gospel to all nations, in making disciples according to the teachings of Jesus Christ and His apostles, and in remembering the poor and ministering to their needs through sacrificial giving and practical service.

(Isa. 58:6-12; 61:1; Mt. 5:1-7:28; 28:18-20; Lk. 4:18; 21:1-4; Gal. 2:10; 1 Tim. 6:8)

I. Human Sexuality

We believe a sexual relationship is only appropriate in a monogamous, heterosexual marriage covenant, and therefore should only be practiced in such a covenant. We believe that any sexual practice outside of the previously described marriage covenant is sin.

We believe that God created humankind in His image, intentionally male and female with each bringing unique qualities to sexuality and relationships. Sexuality is a wonderful gift from God to be expressed in marriage for procreation, union, and mutual delight or in celibacy in devotion to God. We believe that marriage is the union of one man (husband) and one woman (wife) through a sacred covenant designed by God to be a lifelong relationship and commitment between a husband and a wife.

We will teach and uphold God's marriage design as found in the Scriptures, but we also seek to minister to those who suffer the consequences of its brokenness. We also affirm that we are called to minister to all who fall short of God's standards with love and compassion. (Genesis 1:27, Hebrews 13:4, I Corinthians 7:35, Matthew 19:4-6)

J. Last Things

We believe in the literal second coming of Christ at the end of this age, when He will return to earth personally and visibly to reign over the nations in His millennial kingdom. No one can know with certainty the timing of the Lord's return.

We also believe in and are praying for a great end-time harvest of souls and the emergence of a victorious Church that will experience unprecedented unity, purity, and power in the Holy Spirit. (Ps. 2:7-9, 22:27-28; Mt. 24:36; Jn. 14:12; 17:20-26; Rom. 11:25-32; 1 Cor. 15:20-28, 50-58; Eph. 4:11-16; Phil. 3:20-21; 1 Thes. 4:13-5:11; 2 Thes. 1:3-12; Rev. 7:9-14)

K. Eternal Reward and Punishment

We believe that when Christians die, they pass immediately into the blessed presence of Christ, there to enjoy conscious fellowship with the Savior until the day of the resurrection and the glorious transformation of their bodies. The saved will receive eternal rewards and forever dwell in blissful fellowship with their great triune God.

We also believe that when unbelievers die, they are consigned to hell, there to await the Day of Judgment when they shall be punished in the lake of fire with eternal, conscious, and tormented separation from the presence of God. (Dan. 12:2; Mt. 25:46; Lk. 16:19–31; Jn. 5:25–29; 1 Cor. 15:35–58; 2 Cor. 5:1–10; Phil. 1:19–26, 3:20–21; 2 Thes. 1:5–10; Rev. 20:11–15; 21:1–22:15)

ARTICLE 3 | MEMBERS

A. Definition

The members of Lifeway Church are those who have recognized that this is where God has placed them in order to express their commitment to Him in the context of Christian family and community. They have accepted the responsibilities of commitment and submission to the authority of the elders. Their commitment is recognized by other members of the church.

B. Reception Of Members

Any Christian who desires to make Lifeway Church their home church will be welcomed into membership through application to the elders of the church. Those persons desiring membership shall first submit an application to the elders requesting that membership status be conferred upon them, and then be interviewed by one of the church elders to determine that those applying have made a satisfactory profession of faith, have been baptized in water as believers, and understand the privileges and responsibilities of membership. The Elders may create alternative methods for membership reception at their discretion.

C. Application

The person desiring membership shall initiate the membership process in Lifeway Church. Application for membership shall be made on the forms provided by the Corporation.

D. Review of Membership

The church staff shall periodically review the member roll. Members who no longer meet the requirements for membership as outlined in Article 3, Section B, shall be purged from the member roll after an affirmative vote by the Board of Elders.

E. Privileges of Membership

The member has the privilege of being associated and partnering with this work of God and the ministries of the Corporation. Members may serve in various volunteer positions, have priority use of facilities over non-members, and will be invited to participate in exclusive Member Meetings according to section G in this Article.

Lifeway Church, Inc. shall have only nonvoting members. The members shall be prohibited from participating in the governance of the Corporation or voting in any way.

F. Termination of Membership

Termination of membership shall be accomplished in one of the following ways:

1. At the member's request;
2. By transfer of membership to another church;
3. By determination of the Board of Elders for good and sufficient cause;
4. By failure to continue to meet the requirements of Membership outlined in Article 3.B;
or
5. By death.

G. Member Meetings

An annual business meeting of the members may be held each year at a date and time designated by the Board of Elders to deliver financial reports, including a report of the prior year's activities and a budget for the following year's activities, and to update the members on any business matters that the Elders decide. Members Meetings are the primary method of presenting Pastoral and Elder candidates to the congregation for discernment and comments.

H. Mutual Interest.

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

I. Prohibited Activities

This church is prohibited from engaging in activities that violate its Statement of Faith and written doctrines. This church is also prohibited from condoning, promoting or allowing any of its assets to be used for activities that violate its Statement of Faith and written doctrines.

J. Policy and Procedures

To establish an efficient leadership infrastructure, the Senior Pastor/President shall be responsible to clearly articulate in clear, concise and simple language, a policy and procedures document. The purpose of this document is to create a consistent and logical framework that empowers staff and volunteers to participate in the decision-making processes that reflect the Senior Pastor/President's heart and vision for the church.

K. Privacy

This church shall diligently watch to keep private all records concerning polity, doctrine, counseling and information on individuals in fellowship with this church. This church must not disclose any records that may compromise information about a member's attendance, membership status, giving and counseling records.

ARTICLE 4 | CHURCH GOVERNMENT & CORPORATE OFFICERS

Lifeway Church, Inc. comprises both a spiritual body and a legal body. Because of this, the Elders act as the spiritual leaders of the congregation and also serve as the Board of Directors of the Corporation. As such, they also act as the Trustees in all major financial and business matters of Lifeway Church, Inc.

Lifeway Church, Inc. seeks to be led by the Holy Spirit in all its decisions. The Senior Pastor/President, the Overseers, the Elders/Board of Directors, and the Congregation all have a role in leadership. The Senior Pastor/President's office is responsible for developing and communicating the vision, overseeing the day-to-day ministry of the church, and general care for the congregation. The Overseers are to protect the church through counsel, prayer, and if required, the discipline of the Senior Pastor/President, as described in Article 6. The Elders/Board of Directors are to serve the church as described in Article 8. The congregation influences the spiritual tone, strength and direction of the church.

The Senior Pastor/President, in consultation with the Elders/Board of Directors, may authorize any officer or officers, agents or agents of the corporation, in addition to the officers so authorized by these Bylaws, to enter into any contract or to execute and deliver any instrument in the name of and on behalf of the corporation. Such authority may be general or confined to specific instances as the Elders see fit.

A. Chairman of the Corporation

The Lord Jesus Christ is recognized as the Head of the Church. The oversight and authority of the church is vested first in the Senior Pastor and then in Elders who will comprise the ruling body of the church and as a body have the power and authority to act on behalf of the church.

The Senior Pastor shall be the president and chairman of the Corporation. The Chairman of the Corporation is responsible for discharging the duties of the office in a manner consistent with the Bylaws, the requirements for membership, and the best interests of the congregation.

If the office of Senior Pastor is vacant, the local Elders along with the counsel of the Lifeway Oversight Team will appoint an acting chairman who will serve until a replacement is discerned following whichever appropriate process as outlined in either Article 5, Section H, Paragraph 4 or Article 5, Section I, Paragraph 3 of these Bylaws.

B. Secretary of the Corporation

The Secretary of the Corporation shall be an Elder appointed by the Elders as its representative. The term of office shall be three years and shall automatically renew for successive three-year terms until terminated as provided in this document. The Secretary of the Corporation is responsible:

1. To attend all meetings of the Elders
2. To maintain the minutes of Elders' meetings and congregational members' meetings.

C. Treasurer of the Corporation

The Senior Pastor and Elders shall appoint the Treasurer of the Corporation. The term of office shall be three years and shall automatically renew for successive three-year terms until terminated as provided in this document. The Treasurer of the Corporation is accountable to the Senior Pastor and Elders to assure that the following duties are properly discharged.

1. To oversee all funds of the congregation and deposit those funds in a reliable banking institution approved by the Elders and Finance Team
2. To see that all bills are paid by properly authorized means at the request of the Finance Team or Senior Pastor
3. To see that accurate records are kept of all receipts and disbursements
4. To prepare a monthly financial report and an annual report

ARTICLE 5 | SENIOR PASTOR

A. Responsibilities of the Senior Pastor/President.

It is the Senior Pastor/President's responsibility to:

1. Provide Biblical vision and direction for the congregation.
2. Provide general care and ministry for the congregation, either personally, or through other ministries of the Church as he appoints as well as all functions outlined in Article 10, Section E, Paragraph 4 for "Ordained Ministers."
3. Define and communicate the Church's purpose.
4. Oversee and coordinate the day-to-day ministry of the congregation and administration of the church.
5. Nominate Overseers pursuant to Article 6.
6. Recognize and enlist apostolic, prophetic, evangelistic, pastoral and teaching ministries, along with that of Elders, and additional staff members, as he deems Biblical and necessary for the healthy and balanced spiritual ministry to the body of believers.
7. Staff the church as he deems necessary to help administrate the affairs of the corporation.

B. The Senior Pastor/President's Spiritual Leadership

The Senior Pastor/President is the Lead Elder and shall serve as chairman of all meetings of the Elders.

The Senior Pastor/President of this ministry shall by virtue of his/her office automatically be recognized as an ordained minister.

In his role as Senior Pastor/President, he may work with Overseers, Elders, or anyone serving in any five-fold ministry offices as outlined in Ephesians 4:11-13 in any way that he determines is Biblical.

In addition, he may budget monies, hire staff, develop projects or ministry, and create small groups or other specialized ministries according to his convictions and Biblical understanding, subject to the counsel and direction of the Elders. He shall have the authority to appoint and approve any assistants that are necessary to properly carry on the work of the church.

C. The Senior Pastor/President's Responsibility for Services

Times, order of services, and the leadership of services are to be determined by him or by the spiritual church structure that he establishes. No person shall be invited to speak, teach or minister at a service held in Church-owned facilities, or in the name of the church, without the approval of the Senior Pastor/President or the appropriate member of the established church pastoral ministry team.

D. The Office of The Senior Pastor/President and Chief Executive Officer (CEO)

The Senior Pastor/President Shall Serve as the Senior Pastor/President and CEO of the Corporation.

The Senior Pastor/President and CEO are herein after, in most instances, referred to as the Senior Pastor/President. If possible, he shall preside at all meetings of the Elders and shall see that all orders and resolutions of the Elders are put into effect. He shall execute in the name of the corporation all deeds, bonds, mortgages, contracts, and other documents authorized by the Elders. He shall be an ex-officio member of all standing committees, and shall have the general powers and duties of supervision and management usually vested in the office of the Senior Pastor/President of a corporation.

E. The Senior Pastor/President's and CEO's Role in Administration.

The Senior Pastor/President is the senior administrator of the church. He is ultimately responsible for all day-to-day administrative decisions of the church.

F. The Senior Pastor/President's Role with Staff

The Senior Pastor/President provides direction for the church staff either directly or through those whom he appoints. All staff hiring and firing is done through the process outlined in Article 8, Section C, Paragraph 1 entitled, "Board Decisions."

G. The Senior Pastor/President's Role with the Budget

An annual budget must be prepared by the Senior Pastor each year. The budget is to be based on 90% of the previous year's undesignated income.

H. Installation of New Senior Pastor/President when Departing Senior Pastor/President is in Good Standing

1. If the Senior Pastor/President is in good standing or dies while in good standing, a new Senior Pastor/President shall be selected through the following process. The Senior Pastor/President shall nominate a new Senior Pastor/President (in a previously signed writing in the event of death) and the Confirmation Committee shall then confirm such nominee by an affirmative vote of two-thirds of the members of the Confirmation

Committee. In the event that the Confirmation Committee does not confirm such nominee, the process shall repeat until a nominee is confirmed.

If the Senior Pastor/President is unable to nominate a new person, then the Overseers shall nominate a person, under the same terms as are described in Section I, Paragraph 1 in this Article below.

2. The Senior Pastor/President is in "Good Standing" if: (1) he is not under discipline by the Overseers, (2) he is not under investigation by the Overseers, and/or (3) he has not engaged in any conduct that could subject the Senior Pastor/President to discipline by the Overseers.
3. The Board of Elders shall serve as the Confirmation Committee.
4. In the event of a vacancy in the office of the Senior Pastor/President due to disability, death, or other absence while the Senior Pastor/President is in good standing, the acting Senior Pastor/President shall be a person named by the Senior Pastor/President in a signed writing to the Overseers in advance of such disability or absence. Such acting Senior Pastor/President shall serve until such time as a new Senior Pastor/President is nominated and confirmed pursuant to Paragraph 8.1. The acting Senior Pastor/President shall be eligible for nomination and confirmation as Senior Pastor/President.

I. Installation of New Senior Pastor/President when Departing Senior Pastor/President is not in Good Standing

1. If the Senior Pastor/President is not in good standing, a new Senior Pastor/President shall be selected through the following process. The Overseers shall nominate a new Senior Pastor/President by an affirmative vote of at least one less than the total number of Overseers, and the Confirmation Committee shall then confirm such nominee by an affirmative vote of two-thirds of the members of the Confirmation Committee. In the event that the Confirmation Committee does not confirm such nominee the process shall repeat until a nominee is confirmed.
2. The Senior Pastor/President is not in "Good Standing" if: (1) he is under discipline by the Overseers, (2) he is under investigation by the Overseers, and/or (3) he has engaged in any conduct that could subject the Senior Pastor/President to discipline by the Overseers.
3. In the event of a vacancy in the office of the Senior Pastor/President due to disability, death, discipline, or absence while the Senior Pastor/President is not in good standing, the Overseers may by a vote of one less than the total number of Overseers appoint an acting Senior Pastor/President until such time as a new Senior Pastor/President is nominated and confirmed. The acting Senior Pastor/President shall be eligible for nomination and confirmation as Senior Pastor/President.

ARTICLE 6 | OVERSEERS

A. Requirements To Be an Overseer

The members of the Overseers must be licensed or ordained ministers, and they must be leaders of other respected congregations (or they must have been in the past). Overseers must also have wisdom in handling the interests of the church and Senior Pastor/President and know and love Lifeway Church, Inc. and its Senior Pastor/President. They may not be active members of Lifeway Church, Inc. They must agree to make themselves available at their own expense to serve Lifeway Church, Inc. if requested, and they must be willing to provide spiritual protection to the church through prayer and by living an honorable Christian lifestyle.

B. Biblical Qualifications for Overseers

The qualifications for Overseers shall be the same as requirements as for Elders. See “Biblical Requirements for Elders” in Article 8, Section E, Paragraph 1 .

C. Selection and Function of Overseers

Overseers will be nominated by the Senior Pastor/President and confirmed by the Elders/Board of Directors. The Senior Pastor/President will be accountable to the Overseers in the event of alleged misconduct in compliance with Article 12.

D. Installing New Overseers

Each year the Senior Pastor/President and the Elders may replace one (1) of the Overseers and enter that change into the minutes of an Elder’s meeting. If disciplinary action of the Senior Pastor is being considered, changes in the Overseers may not be made until its work is completed.

E. Role of the Overseers with the Elders

In the event of an unbalanced Board of Elders during the corporation’s first three years, commencing on the date of incorporation, the Overseers may serve in the capacity of the Board of Elders until the appropriate Elder appointments are made subject to Article 8. Such appointments must be made before the end of the corporation’s third year.

ARTICLE 7 | PASTORAL STAFF AND MINISTRY LEADERS

A. Function

1. Each Pastor and Ministry Leader is to have a clear job description with a designated length of term for review.

2. Pastors and Ministry Leaders need to have the vision of the Senior Pastor. (Num. 11:16-17) Primary vision and direction flow from the Senior Pastor. Pastors and staff share a partnership with the Senior Pastor and Elders in developing and carrying out vision.
3. Pastors and Ministry Leaders serve under and accountable to the Senior Pastor and any appointed supervisor.

B. Appointment

1. The Senior Pastor, in consultation with the Elders, may recommend a pastoral candidate to the congregation or a Search Committee may be formed to find a leader. The Search Committee can either be the Elders or a combination of Elders and qualified church members. The Senior Pastor will chair the committee.
2. Full time Pastoral Staff being considered will be presented to the congregation for approval. After a comment period, the Senior Pastor, in consultation with the Elders, will make the final decision. The person called and affirmed will be publicly credentialed through the laying on of hands according to the details of Church Ministry found in Article 10.

C. Term

The term of office shall be two years and shall automatically renew for successive two-year terms until terminated as provided in this document. A review will be provided on an annual (or biannual) basis. The review will be done by the Senior Pastor or designated leader. If circumstances warrant, a review can be done at any time.

The term can be ended in light of the following:

1. The Pastor/Ministry Leader submits his/her written resignation. The congregation shall be notified a minimum of thirty days prior to effective date of resignation.
2. The Senior Pastor, in consultation with the Elders, calls for it because of serious moral failure, insubordination, ongoing difference of vision, or if the person is not fulfilling, or cannot fulfill, the requirements of the office. Depending on the situation, immediate resignation may be requested by the Senior Pastor.
3. Credentials can be revoked according to guidelines set forth by Lifeway Church.

ARTICLE 8 | ELDERS

A. General Powers and Functions

The Elders shall function as the Board of Directors, Trustees of the Corporation and represent Lifeway Church and its associated ministries in all matters of legal responsibility and shall have spiritual oversight over the entirety of Lifeway Church.

B. Number of Members

There shall be a Board of Elders consisting of no less than five (5) Elders including the Senior Pastor who is the Lead Elder. The Board of Elders shall have no maximum number of members.

C. Meetings of Elders

1. Board Decisions

Consensus is desired and shall be pursued in all board decisions. However, a quorum of the elders present at each meeting is required in order for any action to be taken on any business of the Board of Elders.

2. Quorum

A simple majority of the elders present at each meeting, which must include the Lead Elder, shall constitute a quorum for the transaction of business at any meeting of the Board of Elders.

3. Frequency of Meetings

A meeting of the Elders shall be held at least four times per year. The Senior Pastor/President, or any Elder may call a meeting at any time, under the condition that a majority of the Elders attend the meeting.

4. Leadership of Meetings

If at all possible, the Senior Pastor/President is to set the agenda, attend, and lead each Elder's meeting. If that is not possible, the Secretary/Treasurer shall lead the meeting. If neither the Senior Pastor/President nor the Secretary/Treasurer is able to lead the meeting, the Elders must choose a leader for that meeting and proceed in order, with the appointed leader keeping minutes for the record.

Any motions passed and recorded in a meeting without the Senior Pastor/President or the Secretary/Treasurer may not take effect until the following meeting with either the Senior Pastor/President or the Secretary/Treasurer present when the minutes of the previous meeting are approved.

5. Location of Meetings

Any meeting of the Elders may be held at such place or places as shall from time to time be determined by the Elders or fixed by the Senior Pastor/President and designated in the notice of the meeting.

6. Written Notice of Meetings

Whenever, under the provisions of a statute or the Articles of Incorporation or these Bylaws, a written notice is required to be given to any Elder:

- a. Such notice will require a minimum of four (4) days notice.
- b. Such notice may be given in writing, by email, or by postal mail at such email address or postal address as appears on the books of the corporation and such notice shall be deemed to be given at the time the notice is faxed or mailed.
- c. The person entitled to such notice may waive the notice by signing a written waiver either before, at, or after the time of the meeting.
- d. Attendance of an Elder at any meeting of the Board of Elders will constitute a waiver of notice of such meeting except where such Elder attends a meeting for the express purpose of objecting, at the beginning of the meeting, to the transaction of any business because the meeting is not lawfully called or convened.

7. Regular Meetings

The Elders may establish regular meetings. No notice shall be required for any regular meeting.

8. Elder Action by Unanimous Written Consent Without Meeting

Any action required or permitted to be taken by the Elders under any provision of law may be taken without a meeting, if all of the Elders shall individually or collectively consent in writing to such action. Such written consent or consents shall be filed with the minutes of the proceedings of the Elders. Such action by written consent shall have the same force and effect as the unanimous vote of the Elders. Any certificate or other document filed under any provision of law which relates to action so taken shall state that the action was taken by unanimous written consent of the Elders without a meeting and that the Bylaws of this corporation authorize the Elders to so act and such statement shall be prima facie evidence of such authority.

9. Waiver of Notice

Attendance of an Elder at any meeting of the Elders will constitute a waiver of notice of such meeting except where such Elder attends a meeting for the express purpose of

objecting, at the beginning of the meeting, to the transaction of any business because the meeting is not lawfully called or convened.

10. Meetings by Remote Communications Technology

Subject to the notice provision aforementioned in this Article, the Elders may also hold meetings by means of a remote electronic communications system, including video or telephone conferencing technology or the Internet, or any combination, only if each person entitled to participate in the meeting consents to the meeting being held by means of that system, and the system provides access to the meeting in a manner or using a method by which each person participating in the meeting can communicate concurrently with each other participant. Participation in such a meeting shall constitute presence in person at such meeting, except participation for the express purpose of objecting to the transaction of any business on the ground that the meeting is not lawfully called or convened.

D. Requirements for Elders

Specific Elder Board qualifications are those that are consistent with both biblical mandates as well as leadership standards unique to the Lifeway Church community.

1. Biblical Requirements

The following biblical mandates, found in 1 Timothy 3:1-13 and Titus 1:5-16, must be evident in individuals nominated for eldership.

2. Leadership Qualifications

The following leadership qualities must be evident in individuals being nominated for eldership:

- a. Proven record of leadership experience
- b. Able to think critically, abstractly, and globally through issues
- c. Able to receive and offer constructive criticism
- d. Possess the spiritual gifts of leadership and/or administration

3. Unique Qualifications

The following qualifications unique to the Lifeway Church community must be evident in individuals being nominated for eldership:

- a. In agreement with Lifeway Church's Statement of Faith
- b. In agreement with Lifeway Church's Bylaws

- c. In agreement with Lifeway Church's philosophy and style of ministry
- d. In agreement with the Elder Board's chosen style of governance
- e. Able to identify and use their personal spiritual gifts
- f. A proven track record of working well with people
- g. A desire to serve in various ministry capacities within Lifeway Church
- h. Attends Lifeway Church on a consistent basis
- i. A current Lifeway Church member and an active Small Group member
- j. General support from their immediate family members

E. Appointment

When the Senior Pastor, in consultation with the Elders, believes a church member is performing, or is capable of performing, the function of an Elder, the Elders will interview the candidate to determine qualifications, call, and willingness to serve.

After the evaluation process is completed, the person will be recommended to the congregation as a potential Elder. After the discernment and comment period, allowing the congregation time to respond, the Senior Pastor and the Elders will formalize the decision by the laying on of hands in a public service.

F. Term

The term of office shall be four years and shall automatically renew for successive four-year terms until terminated as provided in this document. The Senior Pastor will give a formal or informal review every four years. He may choose to involve the Overseers in the review process. If warranted, a review can be done earlier.

The term can be ended in light of the following:

1. The Elder resigns.
2. The Senior Pastor, in consultation with the Board of Elders, calls for it because of serious moral failure, insubordination, ongoing difference of vision, or if the Elder is not fulfilling, or cannot fulfill, the requirements of the office. Depending on the situation, immediate resignation may be requested. The congregation shall then be notified.
3. Elders may volunteer to be placed in inactive status if they feel they are temporarily unable to fulfill all the responsibilities of the position. For example, an Elder could request inactive status during an extended recuperation period for a medical condition. The Senior Pastor, in consultation with the Board of Elders, will consider the request.

ARTICLE 9 | SALARIES

A. Staff Salaries

All salaries shall be determined in the following manner:

1. A compensation committee shall be formed which will consider each candidate and create a compensation package that shall be forwarded to the Board of Elders for approval.
2. The Board of Elders shall appoint members of the committee.
3. The Board of Elders shall consider the recommendation of the compensation committee and shall vote on the package.
4. Only uncompensated individuals of the Board of Elders shall vote on any recommended compensation package.
5. All salaries shall be reviewed each year during the last meeting of the calendar year.
6. Pay scales shall be explained to new full-time salaried employees and, should they ever be changed, they will be given in writing to the affected employees. If there is a severance pay agreement, that also must be given to the employee in writing. In addition, all part-time salaries and hourly wages are variable and are to be determined between the Senior Pastor/President and the employee.

B. The Senior Pastor's Salary Exceptions

1. Senior Pastor's Compensation Team

The Senior Pastor's Compensation Team is established by the Board of Elders, consisting of the Church Treasurer, two (2) members of the non-employee, independent members of the Board of Elders, and two (2) members of the non-employee, independent members of the Board of Overseers. The number of non-employee, independent members of the Compensation Team must not be decreased to less than five (5).

2. Senior Pastor's Compensation Approval

Compensation paid to the Senior Pastor shall be approved on an annual basis by a majority vote of the non-employee, independent Senior Pastor Compensation Team. In so doing, the non-employee, independent Senior Pastor Compensation Team shall consider duties, performance evaluations, compensation, comparability data, and other relevant information. Such information will be provided by the Church Treasurer. In no event shall the Senior Pastor's salary be less than it would be according to the pay scale established for the other members of the pastoral team or any staff member.

3. Meetings by Remote Communications Technology

Subject to the notice provision aforementioned in this Article, the non-employee, independent Senior Pastor Compensation Team may also hold meetings by means of a remote electronic communications system, including video or telephone conferencing technology or the Internet, or any combination, only if each person entitled to participate in the meeting consents to the meeting being held by means of that system, and the system provides access to the meeting in a manner or using a method by which each person participating in the meeting can communicate concurrently with each other participant. Participation in such a meeting shall constitute presence in person at such meeting, except participation for the express purpose of objecting to the transaction of any business on the ground that the meeting is not lawfully called or convened.

ARTICLE 10 | MINISTER ORDINATION AND LICENSING

A. Role of the Elders

The Senior Pastor and Elders may ordain and/or license a person as a minister of the Gospel after first examining the applicant's background, moral and religious character, and previous Bible courses and/or independent studies completed. Final determination shall be within the absolute discretion of this group.

B. Application

Application for ordination and/or licensing as a minister of the Gospel shall be on a form provided by the Elders. An application shall be either approved or denied within ninety (90) days of completing the process set forth by the Elders as defined in Section A above. Those applicants who are approved shall receive a certificate evidencing the approval.

C. Ability to Limit Ministry

The Elders may, at their own discretion, limit licensed or ordained ministers to a specific area of special emphasis.

D. Ministry Training

The Senior Pastor his staff may establish a School of Ministry, setting forth a prescribed curriculum and course of study leading to ordination and licensing of ministers. The School of Ministry shall prepare students in the knowledge of the Word of God and in ministering to people's needs through the Gospel of Jesus Christ.

E. Types of Ministers

Lifeway Church shall have four types of ministers. Each type of minister will have distinct rights and privileges; they are listed below:

1. Commissioned Minister

Individuals in this category may include, but are not limited to: teachers, worship leaders, instructors, hospital and jail visitation, ministerial assistance, and lay persons.

2. Chaplain

This recognition is for ministers of the gospel that are called by God and recognized by the Senior Pastor/President to minister primarily in prisons, hospitals and government agencies.

3. Licensed Minister

This recognition is given by the Elders. This recognition is for those who are somewhat seasoned in the ministry, but need further experience. Many of these are individuals that have been working in their chosen vocation, but for some reason or another have never entered full-time ministry, or have only been in full-time ministry for less than three years. Such persons are authorized to perform the following religious functions:

- a. Conduct religious worship
- b. Religious instruction
- c. Administer communion
- d. Provide spiritual counseling
- e. Ministry administration
- f. Serve on the Elders of a church
- g. And other sacerdotal functions including
 - i. Conduct baby dedication ceremonies
 - ii. Perform baptisms
 - iii. Perform weddings
 - iv. Conduct funerals
 - v. Visit the sick and shut-in
 - vi. Minister in prisons

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

4. Ordained Minister

The Senior Pastor and Elders give this recognition to those persons who have an "established" or "proven" ministry. Ordained ministers are authorized to perform all functions of the Christian ministry and religious functions, and must be capable of doing so. Ordained ministers are authorized to perform all religious functions:

- a. Conduct religious worship
- b. Religious instruction
- c. Administer communion
- d. Provide spiritual counseling
- e. Ministry administration
- f. Serve on the Elders of a church
- g. Conduct baby dedication ceremonies
- h. And other sacerdotal functions including
 - i. Perform baptisms
 - ii. Perform weddings
 - iii. Conduct funerals
 - iv. Visit the sick and shut-in
 - v. Minister in prisons

He/she must be capable, as determined by the Elders, of possessing the abilities to lead a congregation.

ARTICLE 11 | CONGREGATIONAL MEETINGS

A. Annual Meeting

1. An annual members meeting will be held once a year. The meeting will be announced at least two weeks in advance through the church bulletin. Other notice is not required.

2. The annual budget will be presented; reports from various ministries may be given, new ministry leaders presented, vision shared, and other items covered that the Senior Pastor may add to the agenda.
3. Other special meetings may only be called by the combined approval of the Senior Pastor and Elders.

B. Decision Making

1. The Senior Pastor and the Elders will normally make congregational decisions. Alternatively, the Elders may delegate department level decision making to the appropriate ministry leaders of specific ministries within the church.
2. At the sole discretion of the Senior Pastor and the Elders, pastoral positions and matters may be brought before the full congregation for affirmation or for further discernment. Some of these matters include but are not limited to:
 - a. Full time Pastors and Elders,
 - b. Building purchase or expansion
3. Members do not vote, instead, on matters brought to the congregation for discernment, there will be opportunity to respond personally to a pastor, to a designated person, or by some type of response card. After a set period of time, the Senior Pastor and Elders will discuss the discernment received and make the final decision. The decision will be announced to the congregation or published in some form.
4. Final authority in all decision-making rests with the Elders according to the process described in Article 8 except where designated to the Lifeway Overseers in Article 6.

ARTICLE 12 | CHURCH DISCIPLINE

A. Disciplining Church Members.

All correction of members is intended to restore the sinning member to full fellowship with the Lord and the church. Every member who continues in sin without repentance will be confronted personally and given the opportunity to repent and be restored. If the member refuses to repent, two or three members will go together to confront him or her. If the member persists in his or her refusal, the matter may be brought to the attention of the Elders. If the member will not hear the Elders, the Elders may agree upon an appropriate form of discipline including removal from church membership. (Galatians 6:1; Matthew 18:15-17; 1 Corinthians 5:5)

B. Disciplining the Senior Pastor/President.

1. Criteria for Discipline

Should the Senior Pastor/President demonstrate immoral conduct, financial practices, or theological views that in the opinion of two or more Elders may require either personal correction or termination of his position, such Elders shall contact the Senior Pastor/President and then, if necessary, the Overseers for investigation and evaluation of any appropriate discipline.

2. Process for Investigation

Should the Overseers be asked to investigate alleged pastoral misconduct, a consensus of two (2) of the three (3) Overseers is required to initiate an investigation, and a consensus of two (2) of the three (3) Overseers is required take disciplinary action. With such a consensus, the Overseers shall assume complete authority over the Senior Pastor/President; they may decide to remove him from his position or to discipline him in any way they deem necessary. The Overseers have no authority in Lifeway Church, Inc. unless contacted by such Elders, and then only insofar as permitted under these Bylaws.

3. Motivation

It is the intention of Lifeway Church to protect the hearts of all involved in matters of pastoral discipline. With the method outlined above, the "sheep" never have to pass judgment upon their "shepherd."

ARTICLE 13 | BUSINESS PRACTICES

A. Fiscal Year

The fiscal year of the corporation shall be the calendar year.

B. Contracts

The Trustees may authorize any officer or officers, agent or agents of the corporation, in addition to the officers so authorized by these Bylaws, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the corporation. Such authority may be general or may be confined to specific instances.

C. Checks, Drafts, or Orders.

All checks, drafts, 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 shall from time to time

be determined by resolution of the Trustees. In the absence of such determination by the Trustees, such instruments may be signed by either the Secretary/Treasurer or the Senior Pastor/President of the corporation in accordance with their duties outlined in these Bylaws.

D. Deposits

All funds of the corporation shall be deposited to the credit of the corporation in such banks, trust companies, or other depositories as the Trustees may select in accordance with these Bylaws.

E. Gifts

Any Trustee may accept on behalf of the corporation any contribution, gift, bequest or device for any purpose of the corporation.

F. Books and Records

The corporation shall keep correct and complete books and records and shall also keep minutes of the proceedings of its members, Trustees, committees having and exercising any of the authority of the Trustees, and any other committee, and shall keep at the principal office a record giving the names and addresses of all Trustees members entitled to vote. Books and records of the corporation may be inspected by any church member for any proper purpose at any reasonable time as approved by a majority of the Trustees on a case-by-case basis.

ARTICLE 14 | PROPERTY

This church shall have the right to purchase or acquire by gifts, bequests, or otherwise, either directly or as a trustee, to own, hold in trust, use, sell, convey, mortgage, lease, or otherwise dispose of any real estate or chattels that may be necessary for the furtherance of its purpose. The President and the Secretary of the corporation shall certify in such conveyance, deed, lease, or mortgage, or hypothecation that the same has been duly authorized by the Board of Directors. Such certificate shall be held to be conclusive evidence thereof.

ARTICLE 15 | LIMITATION OF LIABILITY AND INDEMNITY

A. Limitations Of Liability

No person shall be liable to the corporation on account of any action taken or omitted to be taken by him in good faith as a director, officer, member of a committee, agent or employee of the corporation, if, in respect thereto, he used or exercised the same degree of care and skill as a prudent person would have used or exercised under the circumstances in the conduct of his own affairs. Without limitation on the foregoing, any such person shall be deemed to have used and exercised such degree of care and skill if he took or omitted to

take such action in reliance in good faith upon advice of counsel for the corporation, or reports or information made or furnished to the corporation by any of its officers, accountants, engineers, appraisers or other experts employed by the corporation, and selected, with reasonable care by the Board of Directors, an authorized officer, or committee of the corporation.

B. Indemnity

The corporation shall indemnify and hold harmless each director, officer, member of a committee, agent or employee of the corporation and each person who at any time acted in such capacity and his heirs, devisees, personal representatives and assigns, against all liability, loss, damage, judgments, expenses, and cost, including attorney's fees imposed on or incurred by him in connection with any claim asserted against him, by legal proceeding (civil or criminal) or otherwise by reason of his being or having been such director, officer, member of a committee, agent or employee of the corporation, except in relation to matters as to which he shall have been adjudged guilty of negligence or misconduct in the performance of his duty; provided, that the corporation shall be given reasonable notice of the assertion or institution of such claim or proceeding, and, in the event the same shall be settled, in whole or in part, otherwise than by a judgment, the corporation or its counsel shall consent to such settlement and it shall be determined by its counsel or found by a majority of the Board of Directors then in office and not involved in such controversy, that such settlement was to the best interest of the corporation, and the person to be indemnified was not guilty of negligence or misconduct in respect to the matter in which indemnity is sought.

If the corporation has not theretofore fully indemnified any such person, the court having jurisdiction of any action instituted by such person on his claim for indemnity, may assess indemnity against the corporation, or its receiver, trustee or successor, for the amount paid or to be paid by such person in satisfaction of any judgment or in settlement of any such claims (exclusive in either case of any amount paid by the corporation) and any expenses and costs (including attorney's fees) incurred by him in connection therewith to the extent that the court shall deem reasonable and equitable, provided that the person indemnified was not guilty of negligence or misconduct in respect of the matter in which indemnity is sought.

C. Right Cumulative

The provisions of the Article shall not be deemed exclusive or in limitation of, but shall be deemed cumulative of and in addition to any other limitation of liability or right of indemnity to which such director, officer, member of a committee, agent, or employee of the corporation may be otherwise entitled.

D. Insurance

The church may, as the Board of Directors, direct, purchase and maintain such insurance on behalf of any person who is or at any time has been an officer of the Church, member of the Board of Directors, or Leadership Community, or ministry staff, or other agent of or in a similar capacity with the church, or who is or at any time has been, at the direction or request of the church, a Board of Directors member, officer, administrator, manager, employee, member, advisor, or other agent of or fiduciary for any other corporation, partnership, trust, venture or other entity or enterprise including any employee benefit plan against any liability asserted against or incurred by such person.

ARTICLE 16 | AMENDMENTS

These Bylaws may be altered, amended, or repealed and new Bylaws may be adopted by the Senior Pastor and Elders at any regular Elders' meeting when all Elders are present and there is three-fourth majority agreement. At least one week advance notice of said meeting and proposed changes shall be given to each Elder.

We, the Board of Directors of Lifeway Church, Inc. do embrace and adopt these Bylaws on this day, _____, to be effective immediately.

Senior Pastor/President of Lifeway Church, Inc.

Secretary/Treasurer of Lifeway Church, Inc.

Trustee of Lifeway Church, Inc.

Trustee of Lifeway Church, Inc.