



KERSEY COMMUNITY CHURCH BYLAWS

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WORSHIP, PROCLAIMING
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MESSAGE OF SALVATION
THROUGH JESUS CHRIST,
ESTABLISHING
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COMMUNITY WITH LOVE
AND MERCY TO DEVELOP
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Kersey Community Church

January 24, 2016

Revised July 19, 2020

Revised July 24, 2022

KERSEY COMMUNITY CHURCH BYLAWS

(Bylaws revised 7/2022)

ARTICLE I – NAME

The name of this organization shall be the Kersey Community Church of Kersey, Colorado.

Section 1 - Organization formed on November 7, 1954, at Kersey, Colorado

Section 2 - The church is not affiliated with any denomination; and is in fellowship with all who love and serve the Lord Jesus Christ according to the Holy Scriptures.

ARTICLE II – PURPOSE

Our purpose is to glorify God with worship, proclaiming and teaching the message of salvation through Jesus Christ, establishing relationships and reaching out to the community with love and mercy to develop and mature His people.

The church shall meet each Lord's Day for public worship and hold a mid-week Bible study and prayer meeting.

ARTICLE III – CHURCH GOVERNANCE

Section 1 – Form of Governance

The governance of the Kersey Community Church is vested in its membership, executed through its regularly elected church board, recognizing in all matters the headship of our Lord Jesus Christ; exercised through the Holy Spirit. This church shall not be under the influence of any denomination.

Section 2 – Fiscal Year

The fiscal year of the Kersey Community Church shall be from January 1 through December 31.

Section 3 – Auditing of Financial Records

The financial transactions of the church shall be audited annually by an Audit Committee appointed by the chairman of the board.

Section 4 – Annual and Semi-Annual Meetings

The annual meeting of the church shall be held no later than the first week in February.

The semi-annual meeting of the church shall be held in the month of July.

Section 5 – Monthly Elder/Deacon Board Meetings

The Elder/Deacon Board shall meet monthly on a regular and consistent date set for the convenience of the board members and pastor. The date chosen shall be published for the benefit of the membership.

Section 6 – Special Called Membership Meetings

Special meetings of the membership may be called by the president of the Elder/Deacon Board and/or the pastor. A minimum of 14 days' notice shall be given the membership of the date, time, and purpose of the special meeting. No other business may be conducted at the special meeting.

Section 7 – Business Items Needing Membership Vote

Matters of major importance to the whole body of the church shall be referred to the membership at a properly called special meeting, providing notice of the special meeting shall have been announced to the

membership two (2) Sundays prior to the meeting. Borrowing, buying, selling, or transferring of real estate shall have authorization of the membership. An elder and/or the treasure are authorized to sign any legal documents for the church. Any new or remodeling project (does not include maintenance jobs) that cost 5% of the budgeted projected income for the year will require approval of the membership.

Section 8 – Organizations/Groups desiring to Use Church facilities

No group or organization shall be formed or considered a part of the Kersey Community Church activities until sponsors, who must be members of the Kersey Community Church, have submitted a plan to the Elder Board addressing 1) the purpose of the group or organization, 2) the qualifications and duties of its officers, 3) how the activities of the group/organization meet the Goa stated for the Kersey Community church, 4) maximum number of people involved in the group/organization 5) their plan for liability insurance issues, 6) specific facility to be used, 7) plan for leaving the facility ready for next group’s usage, including storage of materials and equipment, and 8) the sources of income and the anticipated expenditures for the operation of the groups/organizations planned activities.

The Elder board will review the proposed plan considering its impact on meeting the church’s stated goal, impact on current church related usage, impact on facility usage and facility maintenance, and impact on utility costs. After reviewing the Elder Board will recommend to the Elder/Deacon Board to allow or deny the request.

ARTICLE IV – MEMBERSHIP

Section 1 – Qualifications

Any person 16 years of age or order, who has accepted Jesus Christ as his personal Savior, who agrees with the Articles of Faith and the Purpose of this church, who demonstrates a desire to live a consistent Christian life and completes the steps for membership shall be eligible for membership.

Section 2 – Privileges and Responsibilities of Membership

While anyone is welcome to attend the services of the church, the privilege of holding office, voting or having a voice in a membership meeting shall be limited to active members. The responsible officers of any organization recognized as a regular department or outreach of the church shall be active members. The right to vote in any membership meetings shall be limited to active members, 16 years of age or older. Members are expected to strive consistently to live according to the light revealed to them by the Holy Spirit from the Word of God, to whole-heartedly support the services and activities of the church, and to contribute to its material support as the Lord shall prosper them.

Section 3 – Admission to Membership

The candidate for membership, including former members, shall:

- A. Complete all parts of the membership application form,
- B. Sign the statement that states “I desire to become a member of the Kersey Community Church. In signing this application, I hereby agree with the Articles of Faith of the Kersey Community Church and will support and uphold them. If, in the future, my beliefs change so that I can no longer support and uphold the Articles of Faith I will voluntarily withdraw my membership from the Kersey Community Church.
- C. Be interviewed by the pastor and an elder or by two elders.

- D. Upon successful completion of the steps under Admission to Membership, the candidate will be received into membership by a majority vote of the Full Board. The new member will be publicly received into membership at a time and in a manner to be arranged by the pastor and the candidate(s). A certificate of membership shall be issued, and his/her name shall be recorded in the computer "Membership Registry"

Section 4 – Membership for Children

Children who meet the above qualifications shall be encouraged to become members. Members shall be 16 years or older to have voting privileges

Section 5– Active and Inactive Membership Status

Active members shall be considered members of regular attendance with all rights, responsibilities, and limitations outlined in the Kersey Community Church Bylaws. Inactive members shall be defined as follows:

- A. Members who have left regular attendance at the Kersey Community Church and attend elsewhere, for whatever reason. *Those members who have left regular attendance but desire to continue their membership status should contact the pastor or an elder to express their intention to remain on the Active Membership roll. If after 6 months such notification has not been received, the members will be automatically placed on the Inactive Membership roll. Inactive members can be restored to the Active Membership roll after 6 months of regular attendance.*

This policy would not be applicable to those who for work, educational or health reasons cannot attend regularly.

Section 6 – Membership Transfer

Letters of transfer may be granted by the church upon request by members in good standing and on the active membership roll.

Section 7 – Termination of Membership

Any member in good standing (not under church discipline) wishing to withdraw his/her membership shall make a request to the pastor or one of the elders. A member who fails to attend and/or communicate with the church for a period of one year, and after effort has been made by the elders to restore him/her to active membership, and notified of the action of the elders, shall be removed from the membership roster of the church. A member who can no longer support and uphold the Articles of Faith and the Bylaws of the Kersey Community Church and who fails to voluntarily withdraw their name from membership shall have their name removed from the membership roster by a majority vote of the Full Board.

ARTICLE V – CHURCH DISCIPLINE

Section 1 – Definition and Purpose

Church discipline is ultimately the denying of fellowship to a believer in Christ who is involved in open sin and unwilling to repent.

The purpose of church discipline is so the church may remain pure and thereby safeguard the testimony of the church. The church board shall have responsibility to discipline any member, using as a guideline Matthew 18:15-17 and Titus 2: 14-15.

Section 2 – Goal

The goal of church discipline is to attempt to bring the sinning person to repentance (James 5:19-20) therefore reprove a sinning brother in private, if he repents you have won and restored a brother (Matthew 18:15).

Section 3 – Handling Accusations

Any accusation(s) submitted to the Elder Board against any member(s) must be brought forth to the Elders and/or put in writing and signed in full faith by the plaintiff(s).

If an issue is unsubstantiated or unsigned, the issue will not receive Elder Board attention unless there is tangible evidence of the accusation(s) within the Elder Board. Then the Elder with knowledge of such tangible evidence shall submit the accusation(s) in writing.

Section 4 – Disciplinary Steps Set Out in Scripture

There are several distinct steps to church discipline, as follows:

- 1) If your brother/sister sins against you, go to them in private and confront them gently. If the person confesses the sin and repents of it, rejoice! for you have won back a sinning brother. (Matthew 18:15)
- 2) If the sinner persists and is unrepentant, go and take another person(s) with knowledge of the situation with you (preferably an Elder). Then the matter can be established in the presence of two or more witnesses. If repentance and restoration occur, rejoice greatly for a multitude of sins have been covered. (Matthew 18:16, James 5:20)
- 3) If the sinning person persists and is deliberately rebellious and unwilling to repent, the matter then becomes open to the church body and will be taken up by the Elders for open discipline (Matthew 18:17). The goal shall always be to bring the sinning brother or sister to complete repentance and open reception in love by the entire church.
- 4) Removal from fellowship is and always will be the last resort and the intent is still for the sinning one to confess and repent and be restored, but if the person persists and is rebellious and in open defiance to the pressure that is brought to bear by the entire church, then the matter will be brought forth from the Eldership for the dismissal by vote of the church.

ARTICLE VI – CHURCH OFFICERS

Section 1 –Election of Elders and Deacons

The called and elected officers of the Kersey Community Church shall consist of Elders and Deacons. All officers shall be members of this church in good standing and shall be elected with secret ballot by the membership present at the Annual Meeting. Written notice of the slate of officers being nominated and voted upon shall be distributed to the congregation for at least two Sundays prior to the Annual Meeting at which time the vote shall occur.

Elders and deacons shall be elected for a term of three (3) years. An elder or deacon may succeed themselves for one (1) term for a total of six (6) years. Then he must be relieved for a period of one (1) or more years.

If an Elder or Deacon leaves the board within the first 18 months of his term the replacement elder/deacon will fill the position for the remainder of the term and may serve a second term if nominated and elected. If an Elder/Deacon leaves during the last 18 months of his term the replacement elder/deacon can serve the remainder of the term and may serve for two (2) consecutive terms thereafter, if nominated and elected. The elder/deacon then must take at least one (1) year off the board.

Section 1 – Elders

Elder (presbyteros) is a God given office for men only, deemed in scripture as Bishops, Pastors and also Overseers. Elders are responsible for the spiritual health and shepherding of God’s redeemed people. Each Elder, after nomination, shall be called by the membership of the church to a term of three years. This calling will occur by vote during the Annual Meeting. He may succeed himself one time for a total of six years. Then he must be relieved for at least a period of one year. The Council of Elders shall be composed of at least three members, with the number of Elders at any time determined by the needs of the ministry and by the call and qualification of men in the church.

A. Qualifications

Elders and nominees for Elder shall exhibit the qualities for the office as specified in the Bible. Relevant texts include I Timothy 3:1-7, Titus 1:6-9 and I Peter 5:1-4.

Elders are also required to agree with the Kersey Community Church Articles of Faith.

B. Responsibilities

The fundamental responsibility of the Elders is to devote themselves to prayer and the Word. The Elders are responsible for governing the church, teaching the Word, and tending the flock of God in this church. The responsibilities of the Elders shall include: 1) examining prospective members and teaching new member classes, 2) overseeing the process of church discipline, 3) examining prospective candidates for office, 4) overseeing the work of the Deacons and church committees, 5) conducting worship services, 6) administering the Ordinances of the Gospel, 7) equipping the membership of this church for the work of the ministry, 8) teaching the whole council of God, both formally and informally, 9) correcting error, 10) overseeing, coordinating and promoting the ministries of the church, and 11) mobilizing the church for world missions.

C. Organization

The Elders shall organize themselves however they determine to be best to achieve the mission of the church. The Elders may designate any specific Elder or group of Elders to specialize in some particular elder function. Meetings of the Elders or subcommittees thereof shall be held as needed to best fulfill the responsibilities of the Elders.

Section 2 – Deacons

Deacon is an office established by God as helpers for the Elders and servants of the church. The very term Deacon (diakonos) means helper. Each Deacon, after nomination, shall be called by the membership of the church to a normal term of three years. This will occur at the Annual Meeting by a vote of the membership. A Deacon may succeed himself one time for a total of six years. Then he must be relieved for at least a period of one year. The Council of Deacons shall be composed of at least four members, with the number of Deacons at any time determined by the needs and the availability of called and qualified men in the church.

A. Qualifications

Deacons and nominees for Deacon shall exhibit the qualities specified in the Bible. Relevant text includes I Timothy 3:8-12.

Deacons are also required to agree with the Kersey Community Church’s Articles of Faith.

B. Responsibilities

The Deacons shall advise and be ready to assist the Elders in any service that shall support and promote the ministry of the Word, new and existing ministries of the church and care for the members of the congregation. Their responsibilities may include: 1) administering a fund to assist the poor and needy and otherwise provide aid in times of crisis or distress, 2) oversee the greeting and welcoming

ministries of the church, 3) assist in the administration of the ordinances of the Gospel, 4) assisting at fellowship gatherings of the church, 5) caring for and maintaining the church properties, and 6) administering the business affairs of the church that pertain to material assets.

The Council of Deacons shall have authority to spend up to \$1000 without discussing the transaction with the Council of Elders.

C. Organization

The Deacons shall organize themselves however they determine to be best to achieve the mission of the church. The Elders and the Deacons may designate any specific Deacon or group of Deacons to specialize in some Deacon function. Meetings of the Deacons or subcommittees thereof shall be held as needed to best fulfill the responsibilities of the Deacons.

Section 3 – Chairman of the Board

The chairman of the board shall have the following characteristics and duties:

1. He shall be an Elder.
2. He shall preside over all meetings of the board and of the membership.
3. He shall be elected for a term of one year by the board members at the first meeting after the installation of new officers.
4. He shall appoint a Nominating Committee, Budget Committee, and an Audit Committee at the September board meeting.
5. He shall bring all important matters to the membership.

Section 4 – Vice Chairman of the Board

The vice chairman shall have the following characteristics and duties:

1. He shall be a member of the Elders.
2. He shall be elected for a one-year term by the board members at the first meeting after the installation of officers.
3. He shall preside over all meetings in the absence of the chairman or when specifically requested by the chairman.
4. He shall do other tasks as assigned by the chairman.

Section 5 – Treasurer

The treasurer may be a member of the Council of Elders or the Council of Deacons. He shall be elected by the church board for a term of one year.

The treasurer shall have the following duties:

- A. He shall be responsible for accurate recording of all monies received by the church.
- B. He shall be governed by the church board in all matters of disbursement.
- C. He shall keep record of all special funds.
- D. He shall issue or direct secretary/accountant to issue a monthly financial report.

Section 6 – Beginning of Service/Installation of Officers

All elected officers of the church shall begin their duties the Sunday following the Installation of Officers ceremony. An Installation of Officers ceremony shall be conducted by the Senior Pastor the first Sunday after the Annual Meeting unless extenuating circumstances require a different date. Appropriate scripture shall be

used as a part of the installation ceremony. Each newly elected officer shall be presented with a certificate stating their office, date of installation and signed by the senior pastor and board chairman.

Section 7 – Termination of Office

If a board member leaves the church, for whatever reason(s), he should resign from his board position. If he overlooks this, the board shall appoint a replacement for the remainder of his term.

If a board member absents himself for a period of two consecutive meetings, without notifying the board chairman, the board shall appoint a replacement.

ARTICLE VII – CHURCH ORDINANCES

The Kersey Community Church recognizes and practices two ordinances for the Body of Christ: namely Baptism and Communion. Neither ordinance is considered essential to receive salvation or essential to church membership but are a means of public testimony for those who have been saved. Both ordinances signify union with Christ and fellowship with Christ in newness of life.

Communion shall be observed every two months or more often as determined by the church board.

Communion shall be open to all believers, whether they are members of this church or not.

I Corinthians 11:23-24; Matthew 28:19-20; Acts 8:12, 36-38

ARTICLE VIII – ORDINATION AND LICENSING

Any member or friend of this church who, in the judgment of this church, gives evidence by his Christian life, zeal, and aptness to teach, that he is called of God to the work of the ministry, after having preached in the hearing of this church, may be given a license to preach the gospel of Jesus Christ. At any regular or special meeting called by the Full Board, three fourths of the members present, and voting must agree hereto.

ARTICLE IX – CHURCH COVENANT

(To be read by a board member to the new member(s))

Do you affirm to walk together in Christian love; contribute to the support of the ministry; grow in your own personal Christian walk-through Bible study, prayer, and fellowship?

(To be read by the senior pastor and affirmed by the current members)

We affirm and welcome you into our fellowship and we will pray, encourage, and grow with you in the Lord.

Ephesians 5:2 (NIV)

“And walk in the way of love, just as Christ loved us and gave Himself up for us as a fragrant offering and sacrifice to God.”

ARTICLE X – CHURCH EMPLOYEES

Section 1 – Senior Pastor

The Senior Pastor shall be an ordained or licensed man in whom the church recognizes the call of God and the gift of Christ, and being satisfied with his moral, mental, and spiritual endowments, such man may be called by the church as Senior Pastor. He shall serve as an elder on the church board in an ex-officio capacity and shall be in complete harmony with the Articles of Faith and Purpose of this church.

A detailed job description may be found in the Policy Manual folder in the church office files.

A suggested format for a senior pastor search process is on file with the job description.

Section 2 – Secretary/Accountant

The secretary/accountant position is necessary to fulfill the secretarial and financial accounting needs of the church. The secretary/accountant is hired by the church board and shall serve as church clerk.

A detailed job description may be found in the Policy Manual folder in the church office files.

Section 3 – Janitor

The janitor position(s) is required to provide our membership with a clean and safe environment as we fellowship together and as we endeavor to do God's work in and through His church. Janitorial positions are hired by the church board.

A detailed job description may be found in the Policy Manual folder in the church office.

ARTICLE XI – AMENDMENTS

Section 1 – Procedure

These Bylaws of the Kersey Community Church may be amended by a 2/3rds vote of the membership present at any properly called meeting of the church membership:

- A. A written statement of the proposed amendment(s) shall have been filed with and approved by at least a 2/3 majority of the Full Board,
- B. Said amendment(s), after a 2/3 favorable vote of the Full Board, shall be posted in the foyer of the sanctuary for two Sundays prior to the semi or annual meeting and copies of the proposed amendment(s) will be made available to the membership of the church.
- C. At the semi or annual meeting, after discussion, a vote will be taken, and a 2/3 favorable vote of the membership present shall be required for passage.

ARTICLE XII – NULLIFYING ALL CURRENT AND PAST BYLAWS

All previous and current bylaws and amendments in existence as of the date of adoption of these revised bylaws shall be null and void.