

BYLAWS
of
Christ Community Church, Inc.
A State Nonprofit Religious Corporation

1. Purpose

1.1 The corporation of CCC is organized for religious and charitable purposes.

2. Name and Principal Office

2.1 The name of the Corporation is Christ Community Church. The principle office shall be located at 4295 Garden Street, Titusville, FL 32796.

3. Members

3.1 Members of CCC shall be open to all who profess faith in Jesus Christ as Lord and Savior and who sincerely affirm the membership vows:

3.1.1 Baptism administered by an ordained minister is required of all seeking membership unless the applicant has previously been baptized. CCC accepts as valid any Christian baptism administered by an ordained minister in the name of the Father, Son and Holy Spirit, regardless of the mode used.

3.1.2 CCC will receive members by transfer of letter for anyone who is in good and regular standing with an evangelical church. Those who cannot secure a certificate of transfer (some denominations do not grant letters of transfer to churches outside their own communion), or who have been inactive and wish to make a fresh beginning in the Christian life and rededicate themselves to God, may be received as members by a reaffirmation of faith.

3.1.3 Children of adult members will be recognized as “non-communing” members of CCC. Non-communing members are children of CCC members who have not yet professed faith in Christ and are therefore not encouraged to participate in the Lord’s Supper (or communion). When these children profess a personal faith in Jesus Christ, they are eligible to become full communing members by participating in a “communicant’s class” and following the steps outlined below for membership.

3.1.4 All “communing members” in good standing shall be entitled to vote in congregational meetings.

3.2 There shall be **four steps involved in becoming a member of Christ Community Church:**

3.2.1 **Membership class:** Eligibility for membership shall require participation in a membership class which describes the vision, values and mission of Christ Community Church, our doctrinal distinctives, and an explanation of the “Relational Commitments” expected of CCC members.

3.2.2 **Membership Interview:** A membership interview may be performed by an elders of CCC, who meets with the prospective member to discuss his or her relationship to Christ and his or her understanding of and consent to the church’s mission and vision statement and the Relational Commitments. A record of the meeting shall be signed by the elders and kept in the church files.

3.2.3 **Written Commitment:** the prospective member must sign a membership covenant.

3.2.4 **Public Affirmation:** the membership procedure is completed when the vows for membership are made before the congregation of CCC and a formal declaration of membership is made. A record of this action must be kept in the Session Minutes of CCC.

3.3 **Relationships in Christ Community Church...**

...will be guided and governed by the biblical principles set forth in the document entitled “Relational Commitments,” which is incorporated into these bylaws by reference. This document establishes our commitments related to peacemaking and reconciliation, preserving marriages, protecting children, biblical

counseling, confidentiality, accountability, and church discipline. These Commitments shall apply to both members and attenders of our church, and may be amended from time to time in the same way that these bylaws may be amended.

3.4 Dissolution of Membership. Members of CCC shall be removed from the church roll for the following reason:

1. Transfer of membership to another church.
2. By personal request of the member.
3. By church discipline: based on the principles set forth in Matthew 18:15-17, Galatians 6:1-2, and I Timothy 5:20-21, the elders of CCC may remove from membership any member who does not respond in repentance to disciplinary steps described in the BCO.
4. Removal for lack of participation: If a member does not participate in the life and worship of the church for one year or more even after repeated contact by members or elders of CCC, his or her name shall be removed from the membership rolls of the church without disciplinary action and the person will be notified of this action.
5. The names of those members who die will be removed from the rolls of the church.

3.5 Restoration to Membership

1. Any person whose name was removed from the rolls of the church either by their own request, by transfer of membership to another church, by inactivity, or removed through disciplinary action, may be restored to membership by making a request for membership with the session. The session shall interview the person and take the steps necessary for restoration:
 - a. If the person was removed from the rolls through disciplinary action, the session shall determine whether or not there is evidence of repentance. Being satisfied that repentance is genuine, the session may restore the person to the full privileges of membership.
 - b. If the person's name was removed from the rolls due to inactivity, transfer of membership, or by personal request, the session shall interview the person and determine whether or not it would be appropriate for the person to follow the normal steps for seeking membership before restoring the person to membership. The person seeking membership will be required to sign the membership covenant and affirm the vows of membership publicly.

4. Meetings of the Corporation and Congregation of CCC

4.1. Annual Meeting

An annual meeting of the membership shall be held in the month of August in each year. The annual meeting of the corporation of CCC shall be held at the same time and place as the annual meeting of the congregation to adopt an operating budget for the church program year. The elders of CCC shall determine the time and place of the meeting. In addition to adopting an operating budget, the congregation shall elect corporate officers for the year.

All business meetings of the corporation shall be conducted in accordance with parliamentary procedure as set forth in "Roberts Rules of Order".

4.2. Special Meetings

Special Meetings of the members may be called by the President or Board of Trustees of the CCC Corporation only in communication with the elders of CCC and for the purpose of discussing and/or acting on matters that are properly the responsibility of the corporation (namely, buying land, selling property, taking loans for the church, building additional facilities).

4.3. Notice of Meetings

- a. Notice of congregational meetings shall be given to the membership of CCC at least two weeks prior to the meeting date.
- b. Such notice shall state the place, day and hour of the meeting. Notice for the annual meeting shall state that the meeting is being called for the purpose of adopting an operating budget and for electing corporate officers and for the transaction of such other business as may properly come before the meeting. Notices of special meetings shall state the purpose or purposes for which the meeting is called.

4.4. Quorum

A quorum for congregational meetings shall be determined in keeping with the BCO. A quorum must be present at any corporation meeting before business may be conducted.

4.5. Voting

- a. Only members of CCC in good standing are entitled to vote in congregational meetings.
- b. At all meetings, the membership will vote by a showing of hands, unless a majority wishes to vote by ballot.
- c. Written ballots may be used for elections and when otherwise requested by a simple majority of members present.
- d. When voting for elders and deacons, the session shall present a slate of nominees and the congregation shall vote the slate up or down. If the congregation votes down the slate of nominees presented by the session, the session shall bring a new slate of candidates for elder or deacon to a subsequent meeting of the congregation.
- e. Prior to all congregational votes for elder or deacon, members of the church shall be notified regarding the names of candidates for office and a one month (30 day) time period shall be given for members to express concerns regarding any candidate for elder or deacon. In keeping with the Relational Commitment, members concerned regarding the fitness of any man to serve as an elder or deacon should first talk to the man about their concerns. If the concerns remain, the member shall then speak to an elder about those concerns and the elder shall bring the information to the session. The session will then determine whether or not the concerns disqualify the man from serving as an elder or deacon. If the session agrees that the concern disqualifies the man, his name shall not appear on the slate of nominees set before the congregation on the day set for election of officers.

5. OFFICERS OF CHRIST COMMUNITY CHURCH

OFFICERS

- 5.1 The officers of Christ Community Church shall be elders and deacons.
- 5.2 CCC is governed by elders ("ruling elders" in the Presbyterian form of government), chosen by the members of CCC to serve as their representatives in decision making and leadership. The elders govern collectively, not individually (that is, no one individual elder is empowered to make decisions affecting the life and ministry of the church on his own. Such decisions are made by the elders meeting as a "Session" – literally, a sitting together). The Pastor is also a member of the Session (a "teaching elder" in the Presbyterian form of government).
- 5.3 Elders are elected by the congregation to a three-year term of service on the Session. Following a three-year term, an elder must be off for at least one year before being eligible for another three-year term.
- 5.4 Deacons, likewise, are elected by the congregation of CCC to a three year term on the Board of Deacons.
- 5.5 The responsibilities and ministry expectations of elders and deacons, along with steps for examination, ordination and installation of elders and deacons are set forth in the Book of Church Order.

6. TRUSTEES (Officers for the Corporation of CCC)

- 6.1 In addition to its elders and deacons, Christ Community Church shall elect and appoint a Board of Trustees for the Corporation of CCC. Christ Community Church is incorporated as a not-for-profit religious organization in the State of Florida and must therefore have a Board of Trustees with Corporate Officers elected annually by the congregation.
- 6.2 Trustees must be members in good standing of CCC. The number of trustees shall be five (5) and not less than three (3). Each trustee shall hold office until his or her successor is elected at the annual meeting of membership, and duly qualified, subject to earlier termination by removal or resignation. The Board shall consist of all officers along with such other trustee positions as determined by the membership at their annual meeting.
- 6.3 The Board of Trustees shall hold their annual meeting immediately after, and at the same place as the annual meeting of members. A record of all meetings of the corporation and a record of meetings of the Board of Trustees shall be kept by the secretary and filed in the corporation record, which shall be kept in the church office.
- 6.4 The President or any two trustees may call for special meetings of the Board and fix the time and place for said meetings.
- 6.5 Trustees shall be notified of any special meeting by advance notice in writing which shall be sent by mail or personally delivered at least two days before the time set for the meeting. The notices may be sent to the addresses below as shown on the records of the Corporation.
- 6.6 A majority of the trustees must be present in order to conduct business.
- 6.7 Any vacancy on the Board may be filled by the affirmative vote of a majority of the remaining trustees, even if less than a quorum of the Board. A trustee so elected to fill a vacancy shall complete the unexpired term of his or her predecessor in office. The congregation shall be notified of this action by the Board.
- 6.8 If additional trustees are to be elected to increase the size of the Board, this shall be done by election at the annual meeting of the membership.
- 6.9 No salary or other compensation shall be paid to any trustee for his or her service to CCC. Service as a trustee for the corporation shall be on a voluntary basis.
- 6.10 In consultation with the Session of CCC, the Board of Trustees may suspend a trustee from acting as an officer if, in its judgment, the best interests of the Corporation would be served thereby. However, officers elected by the membership may not be removed except by the membership.
- 6.11 **Officers of the Corporation**

The officers of the Corporation shall be as follows:

- President
- Vice-President
- Secretary
- Treasurer

Any two or more offices may be held by the same person except the offices of President and Secretary. The officers shall be elected annually by the Board of Trustees at their annual meeting. Vacancies may be filled at any meeting of the Board of Trustees. Each officer shall remain in office until his or her successor is elected and qualified, subject to earlier termination by removal or resignation.

President : The President shall be the principle officer of the Corporation and shall supervise and control all of the business and affairs of the Corporation. The President shall preside at all meetings of the Board of Trustees.

Vice-President: The Vice-President shall perform the duties of the President in the absence of the President or in the event of the President's inability or refusal to act.

Secretary: The Secretary shall keep the minutes and records of the Corporation in appropriate books, see that all notices are given in accordance with these Bylaws or as provided by law, keep the seal of the Corporation and affix the same to corporate documents, keep a list of all members and their mailing addresses and, in general, perform all duties incidental to the office of Secretary and such other duties as may be assigned by the President or the Board of Trustees.

Treasurer: The Treasurer shall have charge and custody of and be responsible for all funds and securities of the Corporation and, in general, perform all the duties incidental to the office of Treasurer and other duties as may be assigned by the President or Board of Trustees. **The accounting year** for Christ Community Church shall be from September 1 through August 31. All budgeting and financial accounting shall be rendered on this basis.

- 6.12 **Committees:** The Board of Trustees may, by resolution of a majority of the Board, establish committees of two or more Trustees to conduct the management of the Corporation. Other committees shall be established consisting of members of the Corporation, but may not exercise the authority of the Board of Trustees in the management of the Corporation. All committees shall function in accordance with the rules and procedures established by the Board of Trustees.

7. Amendments To These By-Laws

- 7.1 These Bylaws may be amended or repealed by an affirmative vote of at least fifty (50) percent of those present at a meeting of the membership called for the purpose of acting upon such amendment (provided that a quorum is present).

8. Dissolution of the Corporation

- 8.1 All physical property belonging to CCC is owned by the corporation of Christ Community Church. If the time ever comes when the congregation decides to dissolve the corporation and no longer meet as a congregation, all property belonging to CCC (the building, grounds, and contents of the building that belong to CCC) shall be sold by the Board of Trustees.
- 8.2 Proceeds from such sale shall be used to provide for the missionaries and agencies the church has made a commitment to support for a period of two years. Those missionaries and agencies shall be notified of this action so they can secure different support to provide for their needs after this two year period ends.
- 8.3 Remaining funds shall be given to the Presbytery of Central Florida for use as the Presbytery determines.

9. General Provisions

- 9.1 All property or equipment purchased by CCC from church funds shall be considered property of CCC, not of any individual member or group of members.
- 9.2 Property belonging to CCC shall be placed under the oversight of the Board of Deacons. The deacons shall maintain a record reflecting the use, storage and condition of all property under their oversight.