

INDEX TO THE BYLAWS

(June, 1978)



5th R

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<u>Issue and Condition</u>	<u>Vote of</u>	<u>Type of Majority</u>	<u>Reference and Page</u>				
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<u>Issue and Condition</u>	<u>Vote of</u>	<u>Type of Majority</u>	<u>Reference and Page</u>				
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COMMUNITY CHAPEL AND BIBLE TRAINING CENTER

ARTICLES OF FAITH AND BYLAWS

Originally drafted and ratified: October 18, 1967.

First revision: September 9, 1969.

Second revision: December 16, 1974.

Third revision: September 23, 1975.

Fourth revision: November 9, 1976.

Present revision:

PREAMBLE

We, members of the spiritual body of Christ desiring to unite in fellowship as a visible church, do hereby adopt this constitution and agree to be governed by its precepts.

DIVISION ONE

THE TOTAL CORPORATION

SECTION I

Name, Location, and Objective

ARTICLE ONE: The name of this Corporation shall be COMMUNITY CHAPEL AND BIBLE TRAINING CENTER. The total Corporation is not an entity in itself. It is rather the sum of the functions of all the Divisions of Community Chapel and Bible Training Center. The Corporation does not and cannot exist independently from the various Divisions.

ARTICLE TWO: The location of the headquarters of Community Chapel and Bible Training Center is in King County, Washington. The mailing address is 18635 Eighth Avenue South, Seattle, Washington, 98148.

ARTICLE THREE: Community Chapel and Bible Training Center may own and/or operate schools, satellite churches, publication outlets, service facilities, and other such structures and fellowships anywhere in the world.

ARTICLE FOUR: The objective of Community Chapel and Bible Training Center shall be:

- A. To establish and maintain places of worship.
- B. To edify the saints, up-building them in the faith of God's Holy Word.

- C. To aid souls in being saved and filled with the Holy Spirit and living victorious Christian lives, and in looking and preparing for our hope from heaven: the Lord Jesus Christ.
- D. To give spiritual counseling to those in need.
- E. To help, train, exhort, and advise God's people in witnessing of Jesus Christ and living for Him.
- F. To propagate the Word of God.
- G. To edify and help the total man: body, soul, and spirit.
- H. To aid man, as God's creation, spiritually, physically, mentally, socially, and financially.

SECTION II

General Management

ARTICLE ONE: The total Corporation (Community Chapel and Bible Training Center) shall be controlled by a board of directors, hereafter in this document called "The Steering Committee" (referred to in the October 18, 1967, Article of Corporation as "The Board of Elders"), and in subsequent Articles of Corporation revisions (if and as such are made) as "The Board of Directors."

ARTICLE TWO: Community Chapel and Bible Training Center shall consist of various Divisions of the single Corporation. Each Division head governs his own Division (without direct supervision by the Steering Committee of the Corporation), yet the Steering Committee governs all Divisions through these Bylaws, and appoints and removes all Division heads except when the original Pastor is that Division head.

ARTICLE THREE: The various Divisions of the Corporation, as of this June, 1978, revision are:

- A. The Church of Community Chapel and Bible Training Center.
- B. Community Chapel Bible College.
- C. Community Chapel Christian School.
- D. Community Chapel Publications.
- E. Satellite Churches.

ARTICLE FOUR: As of this June, 1978, revision of these Bylaws, Donald Lee Barnett holds the following offices within the Corporation:

- A. Chairman of the Steering Committee (the President of the Corporation).
- B. The Pastor of the Church of Community Chapel and Bible Training Center.

- C. The President of Community Chapel Bible College.
- D. The Director of Community Chapel Christian Schools.
- E. The Director of Publications of Community Chapel Publications.

ARTICLE FIVE: The Steering Committee of "The Church of Community Chapel and Bible Training Center" shall be one and the same body as the Steering Committee of the entire Corporation of Community Chapel and Bible Training Center.

ARTICLE SIX: The Pastors of the Satellite Churches shall be subject to admonishment, discipline, and ultimate removal by the Steering Committee.

ARTICLE SEVEN: The Voting Elders and the Deacons of the Satellite Churches shall function only within their respective Satellite Churches and shall not be considered to be officers of the Corporation of Community Chapel and Bible Training Center, but only officers of their local Satellite Church.

SECTION III

Specific Management of the Corporation of Community Chapel and Bible Training Center The Steering Committee

ARTICLE ONE: (This Article shall be considered to be an explanation of office rather than an explanation of legal, constituted authority, for which see subsequent articles.) The Steering Committee shall be considered to be the ministry of governments (derived from the Greek kubernesis, meaning to steer, guide, govern), as noted in I Corinthians 12:28, and as such shall be a governing body under the chief helmsman, the Pastor (who is the Chairman or presiding member of the Steering Committee) and over the Board of Deacons (Greek: antilipsis, "helps" - I Corinthians 12:28), as noted in these Articles of Faith and Bylaws; and over the congregation in general.

ARTICLE TWO: The Steering Committee shall consist of at least four members which shall guide Community Chapel and Bible Training Center in all areas, as defined in these Bylaws, except in areas reserved for the Pastor of the Church of Community Chapel and Bible Training Center alone, and in accordance with the following rules.

ARTICLE THREE: The Steering Committee shall have one Chairman.

- A. The Chairman of the Steering Committee shall always be one and the same person as the "President of the Corporation." and the "Chairman of the Board of Directors." These three titles shall be interpreted to be synonymous.
- B. The original Chairman of the Steering Committee is Donald Lee Barnett who cannot be removed from office while living.
- C. The selection of future Chairmen of the Steering Committee is by means of the process described under the President of the Corporation. (See also Section IV, Article Four below.)

ARTICLE FOUR: The Steering Committee as of this June, 1978, revision consists of:

- A. Donald Lee Barnett (Chairman and Corporate President).
- B. E. Scott Hartley.
- C. Jack A. Hicks (Corporate Vice-President).
- D. Calvin E. Freden.

ARTICLE FIVE: Additional Steering Committee members may be appointed by the Steering Committee from among the Elders of the Church of Community Chapel and Bible Training Center by the affirmative vote of the Pastor and at least all other Steering Committee members save one.

ARTICLE SIX: The Pastor of the Church of Community Chapel and Bible Training Center shall automatically be a member of the Steering Committee.

ARTICLE SEVEN: Steering Committee members shall serve for life unless they resign or are removed by a minimum three-quarters (3/4) majority vote of the Steering Committee.

- A. Only one member may be removed during any single round of votes.
- B. The one in question shall have no vote in the question of his removal, nor will his potential vote be counted in the total upon which the determination of the majority is made.
- C. In the event a member of the Steering Committee is removed, leaving the Committee below the minimum number specified in Article Two above, an Elder shall be appointed to the Steering Committee within seven days.
- D. No member of the Steering Committee may be removed from office while the Committee is below the minimum number of four.
- E. No business by the Steering Committee may be transacted while the Committee is below minimum number other than that business required to bring the Committee back up to the minimum number.
- F. The original Pastor shall not be subject to removal from the Steering Committee nor from the position of Chairman of the Steering Committee.

ARTICLE EIGHT: The Steering Committee shall direct the Corporation in such matters as:

- A. Creating new departments within the Corporation.
- B. Establishing the goals of the Corporation of Community Chapel and Bible Training Center.

- C. Determining if and when the Corporation should split into several independent corporations.
- D. Revising the Articles of Corporation, the Articles of Faith, and the Bylaws.
- E. Settling disputes within the Corporation that cannot be handled by the previously delegated authority.
- F. Determining whether or not to buy, sell, or trade real property; or construct new buildings. (See Division Two, Section One, Article Three, Item A, Paragraphs 4-6.)
- G. Determining whether or not to subsidize any department of the Corporation, including Satellite Churches.
- H. Exercising jurisdiction over the departments within the Corporation. The Steering Committee shall not normally override decisions of Division heads or exercise its authority over their individual finances, and other matters except where it feels such action is an absolute necessity. (This clause shall not be interpreted to give the Steering Committee authority over those areas that are specifically stated to be outside the jurisdiction of the Steering Committee, being exclusively the prerogative of the office involved.)
- I. Overriding the Deacon Board's decisions if it feels they are contrary to or out of line with the goals and direction of the Steering Committee. (This includes directing the Deacon Board to release monies for buildings, ministries, etc.)
- J. Exercising jurisdiction in any additional matter for which the Steering Committee feels responsible (subject to the original Steering Committee Chairman's concurrence if still presiding).

ARTICLE NINE: This article applies only if the Pastor of the Church of Community Chapel and Bible Training Center and the Chairman of the Steering Committee are one and the same person: The Steering Committee shall not meet to discuss problems or make decisions without the presence or permission of the Chairman and a minimum of all Steering Committee members save one, except to consider the Chairman's salary. If the vote is such that any missing member's vote might have an impact upon the outcome of the decision, no decision shall be made until that member's vote is in, except in emergency matters, which shall be judged to be so by all present. This regulation shall apply even if the Chairman is on extended leave. In such cases, action without him can only be made if reasonable effort to contact him fails and if it is judged to be an emergency situation by all present. Even so, the Committee shall not make any decisions contrary to what it believes the Chairman's decision would be, if the case is such as to require his concurrence. In such a case, the Vice-President of the Corporation shall be requested to act as provisional chairman. After the Chairman's return, or once contact is made with him, he shall have the power to overturn the ruling, subject to other conditions of these Bylaws. If more than one member is missing, the full complement shall be made up by the Chairman (or in his absence, the Steering Committee shall appoint Elders to be substitutes for that meeting only). (See also Section V, Article Two below.)

ARTICLE TEN: This article applies only if the Pastor of The Church of Community Chapel and Bible Training Center is a different person from the Chairman of the Steering Committee: The Steering Committee shall not meet to discuss problems or make decisions without the presence or permission of the Chairman and a minimum of all Steering Committee members save one, except to consider the missing member's salary. Otherwise, if the vote is such that the missing member's vote might have an impact upon the outcome of the decision, no decision shall be made until that member's vote is in, except in emergency matters, which shall be judged to be so by all present. No vote shall be taken affecting Division Two of the Corporation in the absence of the Pastor of the Church of Community Chapel and Bible Training Center

ARTICLE ELEVEN: The Steering Committee may individually or collectively attend meetings of the Deacon Board as advisors and/or observers but without vote.

ARTICLE TWELVE: The Steering Committee shall have the authority to overturn actions of all Division heads, managers, committees, etc., except when these Bylaws specifically limit the Steering Committee's ability to do so.

- A. When the Steering Committee questions an action of an officer acting within the realm of his proper authority, it shall take a minimum two-thirds (2/3) majority vote to overturn or alter that action.
- B. If an action of an officer is discovered where the officer is or was acting outside the realm of his proper authority, the Steering Committee may call a meeting to rule on the unauthorized action. If so, the following rule applies: a minimum two-thirds (2/3) majority vote is required to uphold and continue the originally unauthorized action.

ARTICLE THIRTEEN: The Steering Committee shall not vote to infringe upon the pastoral rights and authority listed in these Bylaws.

SECTION IV

President of the Corporation

ARTICLE ONE: Explanation of Office: The President of the Corporation shall always be one and the same person as the "Chairman of the Steering Committee" and the "Chairman of the Board of Directors."

ARTICLE TWO: The original President of the Corporation is Donald Lee Barnett, who cannot be removed from office while living.

ARTICLE THREE: The President of the Corporation shall have the authority to make any necessary on-the-spot decisions, arbitrations, regulations, etc., both in interpretation of these Bylaws and regarding areas not covered by these Bylaws.

- A. The Steering Committee shall have the power to overturn decisions made by the President of the Corporation, except the original President of the Corporation, regarding his decisions about interpretation of these Bylaws and areas not covered by these Bylaws. Such a decision to overturn must be by a unanimous vote of all members of the Steering Committee except the Chairman.

ARTICLE FOUR: Election of the President of the Corporation. Except for the original President of the Corporation, the Steering Committee shall choose all future Presidents of the Corporation from among its own membership by a simple majority vote. In the event of an evenly split vote, the vote of the Pastor of the Church of Community Chapel and Bible Training Center shall decide the issue.

ARTICLE FIVE: Removal of the President of the Corporation. Except for the original President of the Corporation, the President of the Corporation may be removed from office by a simple majority vote of the Steering Committee.

ARTICLE SIX: The President of the Corporation shall establish the salary schedule which is to be used for all employees of the Corporation except the President himself and the Pastor of the Church of Community Chapel and Bible Training Center.

ARTICLE SEVEN: The salary of the President of the Corporation shall be determined by the Steering Committee which shall re-evaluate this salary rate annually. Once set and accepted, his salary shall not be decreased, unless there is a general recession or depression, and then only to the same ratio as the published wage/price index for the local area.

SECTION V

Vice-President of the Corporation

The Vice-President of the Corporation shall be appointed by the President from the membership of the Steering Committee. This appointment shall be ratified by a simple majority of the Steering Committee. He shall act as assistant to the President as the President deems necessary. The Vice-President may be removed from office at the discretion of the President.

ARTICLE ONE: Explanation of Office. The Vice-President shall hold the following additional offices and perform the following additional duties within the Corporation.

- A. General Manager.
- B. Chairman of the Deacon Board of the Church of Community Chapel and Bible Training Center.
- C. Assistant Director of Community Chapel Christian School.
- D. Business Manager of Community Chapel Bible College.
- E. Other specific and temporary responsibilities as the Corporate President shall delegate to him.

ARTICLE TWO: If the Chairman of the Steering Committee (Corporate President) is absent, and an emergency situation requires that legal business be handled prior to his return, the Vice-President shall be "Acting Chairman of the Steering Committee" during his absence.

The procedure described in Section III, Article Nine above (regarding emergency decisions of the Steering Committee) shall be followed exactly. (See also Section III, Article Nine above.)

SECTION VI

Secretary of the Corporation

ARTICLE ONE: The Chairman of the Steering Committee shall appoint one member of the Steering Committee other than himself to be Secretary of the Corporation. He also shall have authority to remove the Secretary of the Corporation and appoint a replacement as occasion demands.

ARTICLE TWO: Explanation of Office: Except for the Chairman all members of the Steering Committee hold positions of equal authority. Thus, on corporate business, the Secretary of the Corporation shall have no more authority than any other regular member of the Steering Committee. However, he shall have additional responsibilities as outlined in ARTICLE THREE below.

ARTICLE THREE: Duties of the Secretary of the Corporation.

- A. The Secretary of the Corporation shall maintain accurate minutes of all official meetings of the Steering Committee. These minutes shall be kept safely in an appropriate place in the main offices of Community Chapel and Bible Training Center.
- B. If the Secretary of the Corporation is absent from a meeting of the Steering Committee the Chairman shall appoint a recording secretary for that meeting. This recording secretary shall submit his minutes to the Secretary of the Corporation upon his return. The Secretary shall be responsible for verifying the reasonable accuracy of the minutes recorded in his absence.
- C. The Secretary of the Corporation shall sign all legal documents calling for the signature of the corporate secretary. (See also Section X, Article Eight, below.)

SECTION VII

General Manager

ARTICLE ONE: The General Manager shall be appointed and removed by the President of the Corporation. This appointment or removal shall be ratified by a simple majority of the Steering Committee.

ARTICLE TWO: The General Manager shall direct the business offices of the Corporation in harmony with the directives of these Bylaws.

ARTICLE THREE: The General Manager shall have authority to make on-the-spot decisions on any item not directly covered by these Bylaws.

ARTICLE FOUR: The General Manager shall be responsible for all business, maintenance, and construction operations of the Corporation.

ARTICLE FIVE: The General Manager shall have the authority to delegate specific areas of responsibility within the guidelines of the Bylaws.

ARTICLE SIX: At the President's direction, the General Manager may hire general staff members and determine their wages. The Deacon Board shall have the authority to establish the maximum wages for the total work force under the General Manager's jurisdiction. With the President's approval, he may hire maintenance and construction workers and fix their wages.

ARTICLE SEVEN: The General Manager shall have authority to determine the means of assessment for use of buildings and shall instruct the Treasurer to assess the Divisions for the use of equipment, supplies, services, etc. He shall determine the rates and other factors involved in such assessments.

ARTICLE EIGHT: The General Manager shall have the authority to determine and direct the uses of buildings and developed ground spaces.

ARTICLE NINE: The General Manager shall have the responsibility of directing the budgets of the various Divisions. Each Division shall administer its own budget within the limitations placed upon it by the General Manager.

ARTICLE TEN: The General Manager shall not authorize the transfer of any money from one Division to another on a permanent basis, without the written approval of the Division head involved (in the case of the Church of Community Chapel and Bible Training Center, the Division head is the Deacon Board). Temporary inter-divisional loans shall require only verbal authorization by Division heads, providing that the loan is for no more than thirty days. (See also Section VIII, Article Four below.)

SECTION VIII

Corporation Finances

ARTICLE ONE: The financial organization of Community Chapel and Bible Training Center shall be established and administered in such a way that it meets all governmental and Community Chapel and Bible Training Center laws and regulations, and insures reasonable safety against embezzlement and fraud. The financial organization of the Corporation shall be supervised by the General Manager in accordance with these Bylaws and the following regulations.

ARTICLE TWO: Any transfer of funds from one Division to another for the purpose of enabling that Division to continue to operate shall be considered a loan (not a subsidy) and it therefore shall show on the records as a liability.

It shall be policy of this Corporation that all Divisions be self-supporting. Every reasonable attempt shall be made to comply with this policy. If this is impossible for a temporary or permanent period of time, and if the Steering Committee and Deacon Board and/or Division heads agree to transfer funds to the Division in need, the records shall always clearly show the running total liability as loans from the applicable Division(s).

ARTICLE THREE: The financial organization shall include at least the following offices:

- A. Treasurer (appointed and removed by the Deacon Board).
- B. Bookkeepers (appointed and removed by the Treasurer, with the approval of the General Manager. The General Manager may also remove bookkeepers).

- C. Check Signers (chosen from among the membership of the Steering Committee by a minimum of three-quarters (3/4) majority vote of this same body).
- D. Money Counters (appointed and removed by the Deacon Board Chairman).

ARTICLE FOUR: The General Manager shall be responsible for the finances of the Corporation within the following framework:

- A. He shall supervise all of the offices named in Article Three above.
- B. He shall be accountable to the Steering Committee for proper execution of financial matters.
- C. The General Manager shall sign all payment-vouchers or delegate such authority to others.
 - 1. No check shall be written without the authority of a proper payment-voucher.
 - 2. In the absence of the General Manager, payment-vouchers needed to meet emergencies and requirements that cannot be reasonably delayed may be written on the authority of one Steering Committee member or Division head, with authorization by the President. Such authorization may be a verbal approval (by telephone or other communication if necessary). If the President is not available, any two members of the Steering Committee may give such authorization. The General Manager shall then sign the payment-vouchers after his return.

ARTICLE FIVE: The Treasurer.

- A. The Treasurer shall be appointed by the Deacon Board and shall be under the supervision of the General Manager.
- B. The Treasurer shall perform his duties according to the following regulations:
 - 1. The Treasurer is not a member of the Deacon Board but may attend the Deacon Board meetings at his option. He may also be requested by the Deacon Board to attend some or all of their meetings.
 - 2. The Treasurer is not an officer of the Corporation and has no voice in the operation of the Corporation.
 - 3. The Treasurer shall supervise the keeping of the financial records of the entire Corporation and shall supervise the bookkeeper(s).
 - 4. The Treasurer shall not sign checks.
 - 5. The Treasurer shall not also be a bookkeeper.
 - 6. The Treasurer shall be responsible to the Deacon Board to record all its financial transactions and to satisfy its members as to his integrity, expertise, and efficiency. The Treasurer shall be responsible to the General Manager as to the supervision of the details of his work and office.

- C. Check Signers (chosen from among the membership of the Steering Committee by a minimum of three-quarters (3/4) majority vote of this same body).
- D. Money Counters (appointed and removed by the Deacon Board Chairman).

ARTICLE FOUR: The General Manager shall be responsible for the finances of the Corporation within the following framework:

- A. He shall supervise all of the offices named in Article Three above.
- B. He shall be accountable to the Steering Committee for proper execution of financial matters.
- C. The General Manager shall sign all payment-vouchers or delegate such authority to others.
 - 1. No check shall be written without the authority of a proper payment-voucher.
 - 2. In the absence of the General Manager, payment-vouchers needed to meet emergencies and requirements that cannot be reasonably delayed may be written on the authority of one Steering Committee member or Division head, with authorization by the President. Such authorization may be a verbal approval (by telephone or other communication if necessary). If the President is not available, any two members of the Steering Committee may give such authorization. The General Manager shall then sign the payment-vouchers after his return.

ARTICLE FIVE: The Treasurer.

- A. The Treasurer shall be appointed by the Deacon Board and shall be under the supervision of the General Manager.
- B. The Treasurer shall perform his duties according to the following regulations:
 - 1. The Treasurer is not a member of the Deacon Board but may attend the Deacon Board meetings at his option. He may also be requested by the Deacon Board to attend some or all of their meetings.
 - 2. The Treasurer is not an officer of the Corporation and has no voice in the operation of the Corporation.
 - 3. The Treasurer shall supervise the keeping of the financial records of the entire Corporation and shall supervise the bookkeeper(s).
 - 4. The Treasurer shall not sign checks.
 - 5. The Treasurer shall not also be a bookkeeper.
 - 6. The Treasurer shall be responsible to the Deacon Board to record all its financial transactions and to satisfy its members as to his integrity, expertise, and efficiency. The Treasurer shall be responsible to the General Manager as to the supervision of the details of his work and office.

7. The Treasurer shall see that the books of the Corporation fulfill all obligations of the Corporation of Community Chapel and Bible Training Center and of the local, state, and federal governments.
- C. The Treasurer shall have the responsibility of paying all bills on time. Payments shall not be delayed on the unilateral decision of a department head, although the department head may suggest such action. The General Manager, however, shall have the authority to delay payments. (See also Section VII, Article Nine, above).
- D. The Treasurer shall not have the responsibility of administering the budgets of the various Divisions. He shall spend the money as directed by each Division head as long as funds are available.
 1. If a Division head delegates the responsibility of purchasing to an administrator under his supervision, the Division head shall be able to override the subordinate administrator's decision. The Treasurer may question any payment-voucher, or hold it up long enough to refer the judgment to the appropriate Division head, or to the General Manager, whose decision is final, unless he refers the matter to the Steering Committee.
- E. The Treasurer shall see that the financial records are inspected annually by a knowledgeable person other than the one handling the funds or keeping the records. He shall not hire anyone outside the Corporation to do his work, however. If necessary, the Treasurer shall train someone to be capable of inspecting the financial records.
 1. The Deacon Board may require a professional audit at any time.
 2. If the inspector of the books finds any discrepancy that cannot be answered satisfactorily by the Treasurer, he shall immediately inform all of the following:
 - a) The General Manager.
 - b) The Steering Committee Chairman.
 - c) The Deacon Board Chairman.

ARTICLE SIX: The Bookkeeper shall verify all inputs, monies, and receipts of the Corporation.

ARTICLE SEVEN: A minimum of two Money Counters shall be appointed by the Deacon Board Chairman and be under the supervision of the Treasurer who may remove them, with the Deacon Board Chairman's consent. They may also be removed by the Steering Committee or Deacon Board. The Deacon Board may elect that any two ushers, or any usher and the head usher may count the money rather than to designate specific individuals.

SECTION IX

Special Rulings Regarding Allocation and Disbursement of Large Grants

ARTICLE ONE: Any presentation of money or property in value in excess of \$30,000 shall be considered a Large Grant.

ARTICLE TWO: A Large Grant given to the general Corporation shall be governed by the Steering Committee, not the Deacon Board, because it is not general church funds. The Steering Committee shall decide what amount of the grant the various Divisions shall receive. The amount that is put into the Church general fund comes under subsequent control of the Deacon Board, except when the Steering Committee designates what use it shall put to, in whole or in part.

ARTICLE THREE: A Large Grant given to a particular Division for operations of that Division, shall become the property of that Division excepting that the Steering Committee shall have authority to rule that the amount is in excess of reasonable operating funds, and for the good of the Corporation, may reapportion a certain amount of the funds to other uses, providing that the transaction does not legally violate the intent of the grant. In any case, the Steering Committee shall have final authority to review the case and decide the appropriate action to take.

ARTICLE FOUR: A Large Grant given to a particular Division for building shall become the property of the Church, since the Church is responsible to build all buildings. The Steering Committee shall decide what buildings shall be built for that Division and what amount of money, if any, shall be saved for future buildings of that Division. Excess monies shall be placed at the Steering Committee's discretion, as it deems to be in the best interest of the Corporation without violating the legal intent of the grant.

- A. The Division receiving grants shall not have to pay depreciation fees on buildings paid for by a Large Grant to the Division. The Steering Committee's policy shall then be to take a generous attitude toward the future allocations of money for buildings for that Division if a portion of the grant for buildings was used elsewhere.
- B. If questions should arise as to whether or not the Deacon Board or the Steering Committee is responsible for a Grant put into the general Church fund, the Steering Committee shall be given pre-emptive rights to decide.

ARTICLE FIVE: A Large Grant to a particular Division for unspecified use shall be divided into building and non-building use by the Steering Committee in accordance with Articles Three and Four above.

ARTICLE SIX: Buildings built by Large Grants do not require the permission of the congregation excepting for the portion the congregation is expected to give toward those buildings.

ARTICLE SEVEN: College Housing built by monies from a Large Grant shall be the financial responsibility of the Church. All building expenditures, profits and losses, and financial operation and maintenance shall be the responsibility of the Church.

- A. The Steering Committee shall be responsible for the initial determination of the use of Large Grants for College housing. College housing built from general Church funds shall be the determination of the Deacon Board. In case of conflict the Steering Committee shall decide. (See also Division Four, Section II, Article Eight below.)

SECTION X

Miscellaneous Rulings

ARTICLE ONE: Amendments.

- A. A minimum three-fourths (3/4) majority affirmative vote of the Steering Committee and the original Pastor's concurrence, if still presiding, is necessary to amend any of the Bylaws stated in this document.
- B. Creation of a new administrative position within the Corporation can be accomplished by the Steering Committee, and shall be added to these Bylaws by means of amendments.

ARTICLE TWO: In case of any disagreement of interpretation of these rules (in the event that an agreement cannot be reached) a decision of the Steering Committee takes precedence over the Division heads and/or the Deacon Board. If the disagreement cannot be reconciled by a two-thirds (2/3) majority of the Steering Committee, the Pastor shall decide the issue.

ARTICLE THREE: The Custodian of the Bylaws, who is appointed by the General Manager, shall maintain a list entitled CURRENT OFFICERS AND MAJOR APPOINTEES OF THE CORPORATION. It shall list the names of people filling all "titled positions" in all Divisions except Satellite Churches, including but not limited to all Pastors, Assistant Pastors, Steering Committee members, President, Vice President, Secretary, Deacon Board members, Elders, General Manager, Treasurer, Administrators, Bookkeepers, and any other positions that the Steering Committee or Pastor deem necessary. The pastors of Satellite Churches shall appear on this list. It shall be the duty of the Custodian of the Bylaws to update this list within fifteen days of any change in personnel and to give a copy of same to each person on the list. A current copy of this list shall be affixed to these Bylaws at all times.

ARTICLE FOUR: Every member of the Steering Committee and Deacon Board shall have a copy of the Bylaws and all amendments. All amendments shall be dated and numbered consecutively. In addition, the Custodian of the Bylaws shall keep a minimum of one copy on file in the office at all times.

ARTICLE FIVE: Except for Division Six (Satellite Churches) all buildings belong to the total Corporation (not to the individual Divisions) and are paid for by the Church of Community Chapel and Bible Training Center which charges depreciation on the buildings to the various Divisions. The use of the space may be transferred from one Division to another as determined by the General Manager, unless overruled by the Steering Committee.

ARTICLE SIX: Whenever a decision or vote of the Steering Committee is required by the directives of these Bylaws, and whenever these Bylaws do not specify otherwise, such a decision or vote shall be decided with a minimum of two-thirds (2/3) majority.

ARTICLE SEVEN: Unless specifically stated otherwise, concurrence, assent, positive vote, majority vote, or other similar wording in regard to decisions made by the Steering Committee and Deacon Board shall be interpreted to mean a minimum of a two-thirds (2/3) majority.

ARTICLE EIGHT: Signatures on legal documents: After proper ratification of an action through the means indicated in these Bylaws, the Vice-President and one additional member of the Steering Committee shall sign the legal papers obligating the Corporation to said action. Other officers of the Corporation shall also sign if demanded by the document being signed. During the absence of the Vice President, the President shall sign any such legal documents in place of the Vice President.

ARTICLE NINE: In the event a question arises regarding the government of the Corporation or any Division, and Division One of these Bylaws is mute on the issue, then the directive of Division Two of these Bylaws shall be interpreted as being the established standard (e.g. decisions shall be made in conformance with the tenor of the directives of Division Two.) In the event that Division Two is also mute on the question the directions previously established by the original Pastor and Steering Committee shall be the established standard.

DIVISION TWO

CHURCH OF COMMUNITY CHAPEL AND BIBLE TRAINING CENTER

SECTION I

Government of the Church

The Church shall be governed by the Pastor, the Steering Committee, and the Deacon Board, according to the following:

ARTICLE ONE: The Pastor.

A. The Original Pastor.

1. The original Pastor is Donald Lee Barnett.
2. The Pastor shall be recognized as the Spiritual Overseer of the Church, ordained and appointed of God for the ministry and to shepherd the flock of Community Chapel and Bible Training Center. In this capacity he shall be the chief Elder and Chairman of the Steering Committee.
3. The Pastor shall be officially in charge of all services of the Church, whether or not they are held on the church grounds, and whether or not he is present at the meetings.
4. The Pastor shall have the prerogative to minister and lead the services as he feels the Holy Spirit shall lead him.
5. The Pastor shall have authority to question and advise any and all members of the Church, including its governing bodies, as he feels led.
6. The Pastor shall appoint, instruct, oversee, and remove any and all Bible and Sunday School teachers in the Church.
7. The Pastor shall appoint, oversee, and remove associates and assistants for spiritual ministries at his discretion.
8. The Pastor may appoint and oversee officers and helpers in support of the ministry, in non-spiritual capacities, in areas that would not fall under the normal jurisdiction of the Deacon Board, subject to the approval of the Steering Committee. He may remove such appointees at his own discretion.
 - a. Examples of such spiritual support ministries that would fall under the Pastor's jurisdiction rather than the Deacon Board's are:
 - 1) Outreach team planner.
 - 2) Church seminar coordinator.
 - 3) Minister's coordinator.
 - 4) Research assistants.
 - 5) Investigator of ministerial departments.

- 6) Satellite church coordinator.
- 7) Music director.
- 8) Minister, or director, of T.V. and/or radio ministries.
- 9) Sunday School director.

b. Examples of those the Pastor would not appoint, the jurisdiction belonging rather to the Deacon Board, are:

- 1) Ushers.
- 2) Construction workers.
- 3) Maintenance men.
- 4) Treasurer.
- 5) Bookkeepers.
- 6) Security guards.

B. Change of Pastors.

1. A Pastor desiring to leave the Church shall be required to give the Steering Committee at least sixty days notice prior to departure from office and shall inform the congregation of his intentions. This time may be changed by mutual agreement.
2. The original Pastor, having established the original Church by the direction of God and with support of the congregation, shall have oversight of same until the Pastor agrees to change. He shall have the authority to take extended leaves of absence as he feels led without relinquishing the position of Pastor. An Associate Pastor, Assistant Pastor, or Acting Pastor may stand in for him, subject to his oversight, and relinquish the position and authority upon demand by the Pastor, if the Pastor so wishes.
3. Future Pastors may only be removed by both a minimum two-thirds (2/3) majority vote of the Steering Committee and a simple majority vote of the congregation.
 - a. In such an event the Pastor shall be invited to the meeting (called to decide removal) and have an opportunity to address the congregation for at least thirty minutes prior to the voting.
 - b. In such an event the Chairman of the Deacon Board shall sit in for the Pastor as temporary Chairman of the Steering Committee.
4. The Pastor shall be included as an ex-officio member of the Steering Committee.
5. The Steering Committee shall select a new Pastor to fill a pastoral vacancy. This choice shall be satisfactory to a minimum two-thirds (2/3) majority of the voting congregation. No other conditions shall be imposed.

C. The New Pastor.

1. A Pastor subsequent to the original Pastor differs in authority from the original Pastor in that:

- a. He may be removed from office by a two-thirds (2/3) majority vote of the Steering Committee and a simple majority vote of the congregation. The Pastor shall have no vote in the case.
- b. On regular business his position as a member of the Steering Committee gives his vote no special weight.

D. Duties of the Pastor.

1. Each Pastor shall preach, teach, admonish, encourage, and advise as God gives him ability. The Pastor shall live a godly life and endeavor to shepherd the flock to its spiritual benefit.
 2. Recognizing that the Bible teaches a "body ministry" and that the Pastor does not have time, strength, or desire to run the entire Church in its many avenues of service, he shall not be expected to do all (or more than he feels he should or can reasonably handle) of the ministries of the Church, including: visiting and praying for the sick and needy, witnessing, and counseling.
- E. The Pastor's salary shall be determined by the Steering Committee, which shall re-evaluate the salary rate annually. Once set and accepted, each Pastor's salary shall not be decreased, unless there is a general recession or depression, and then only to the same ratio as the published wage/price index decline for the local area.

ARTICLE TWO: The Steering Committee of the Church of Community Chapel and Bible Training Center shall be the same committee as that of the entire Corporation and shall act in both capacities as defined in Division One, Section III above of these Bylaws.

ARTICLE THREE: The Deacon Board.

A. Duties.

1. The Deacon Board shall act as official trustees of the Church and shall oversee the necessary legal agreements; commercial loans and payments, insurance programs, maintenance and safety of the buildings and grounds, janitorial work, equipment purchases, appointment of ushers, and other financial and mundane obligations and duties of the Church. The Deacon Board shall insure prompt payment of all obligations, keep neat and accurate records of all expenditures and business, and keep the Steering Committee Chairman advised in writing of all decisions.
2. The Deacon Board shall appoint a Treasurer who shall be under the supervision of the General Manager, and continue in office until removed by the Deacon Board or until he resigns. (See Division One, Section VIII, Article Five above, for the duties, powers, and limitations of the office of the Treasurer.)
3. The Deacon Board shall approve by a simple majority vote any capital expenditures of Church funds over \$500.00 other than routine or previously authorized recurring expenses. (Expenditures of Church funds below \$500.00 may be authorized by the General Manager subject to the regulations of these Bylaws.)

4. Any decision involving an expenditure or more than \$5,000.00, except for previously established normal installment payments and normally recurring expenses, shall be made only after notifying the Chairman of the Steering Committee so that he may be aware of the situation and exercise his and/or the Steering Committee's prerogative of advisement in advance of the expenditure.
5. Any expenditure involving over \$10,000.00 shall be approved by a minimum of a two-thirds (2/3) majority of the Steering Committee.
6. Any decision involving over \$100,000.00 of the funds of the Church shall be approved by a minimum of a two-thirds (2/3) majority of the Steering Committee and by a simple majority of the voting congregation.
7. All payments over \$50.00 must be made by check.
8. A Deacon may be removed from office by a minimum two-thirds (2/3) majority vote of the congregation; or by a simple majority vote of the Deacon Board or the Steering Committee.
9. A record of all decisions at each Deacon Board meeting shall be filed under "Steering Committee and Deacon Board Minutes" in the office.

B. Election of Deacons.

1. At the time of this June, 1978, revision, the Deacon Board consists of the following members:
 - a. Calvin E. Freden.
 - b. Jack A. Hicks (Chairman).
 - c. E. Scott Hartley.
 - d.
 - e. Donovan Pack.
2. The Deacon Board shall consist of no more or no less than five members, although it may appoint advisors, researchers, aides, and helpers.
3. A Deacon may also be a member of the Steering Committee or hold any other office in the Corporation of Community Chapel and Bible Training Center.
4. To be eligible for office, a Deacon must be a Spirit-filled male over twenty-five years of age and a member in good standing in the Church for at least three years.
5. A member of the Deacon Board shall remain in office until one of the following:

- a. He resigns.
 - b. Any member of the Deacon Board or Steering Committee requests a new vote by the congregation and that Deacon Board member is voted out of office.
 - c. He is put out of office. (See Item D below.)
 - d. The congregation petitions for a new vote in sufficient numbers to satisfy the Steering Committee that a vote is advisable. A petition of a minimum of 20% of the voting members shall mandate a vote.
6. In the event new Deacons are needed, the voting congregation shall elect new Deacons. (See Section II, below, for voting regulations.)
 7. The Chairman of the Deacon Board shall have no extra voting power or special vote in matters under consideration. He shall call and moderate meetings and shall be responsible that all rules of the Board be followed.
- C. The Deacon Board shall not meet without the Deacon Board Chairman's presence, except by permission from him or from the Pastor. The Pastor may elect to sit as Chairman if an emergency meeting is necessary and the Chairman is not available.
 - D. Investigation of the Deacon Board: In the event that the Chairman of the Steering Committee feels or suspects wrongdoing or wishes confirmation, he shall have the power to investigate or request the Steering Committee to investigate the actions of the Board to see if the directions established by the Steering Committee are being complied with. If mis-direction, mismanagement, or dishonesty is found, the Steering Committee shall have the power to reverse any Board decision, and, if necessary, remove any Board member and instruct the congregation to elect a replacement. If un-Christian conduct is found that, in the judgment of the Steering Committee could bring reproach upon the Church, that person may be removed from office by a two-thirds (2/3) majority vote of the Steering Committee without bringing the issue before the Congregation.
 - E. The Deacon Board shall not meet to vote if more than one member is absent. If the vote is such that the missing member's vote might have an impact upon the outcome of the decision, no decision shall be made until that person's vote is in, except in emergency matters, which shall be judged to be so by all present. If more than one member is absent in an emergency session, the full complement shall be made up by the Chairman appointing substitute members for that meeting from among the Elders.

ARTICLE FOUR: Elders.

- A. The Pastor and all Steering Committee members shall be ex-officio Elders, but not all Elders shall be Pastors or Steering Committee members.

- B. Only those Elders who are Steering Committee members shall be able to vote in administrative matters.
- C. In order to hold the office of Elder, one shall be a born-again, Holy-Spirit filled male, at least twenty-five years old, in good standing with Community Chapel and Bible Training Center, and an active member (i.e. one who is qualified to vote, see Section II, below) of Community Chapel and Bible Training Center for at least two years. He shall also be an active Christian in good standing with God, dedicated to God's service, a good example, and in agreement to the Articles of Faith described herein (see Section IV below).
- D. Elders shall be appointed by a minimum three-fourths (3/4) majority vote of the entire Eldership residing at the headquarters of Community Chapel and Bible Training Center, and with the Pastor's concurrence.
- E. Elders shall serve for life unless they resign or are removed by a minimum three-fourths (3/4) majority vote of the Eldership or by a unanimous vote, save one, of the Steering Committee.
- F. The duty of the Elders is to serve in ministering to the spiritual needs of the Church as requested by the Pastor and as God leads them and gives them gifts, talents, and abilities. With the Pastor's concurrence, they may:
 - 1. Teach classes.
 - 2. Direct services.
 - 3. Preach.
 - 4. Lead visitation groups.
 - 5. Counsel and guide those who seek help.
 - 6. Pray for the sick and needy in the church, hospitals, and homes.
 - 7. Act as advisors to the Pastor, Steering Committee, and Deacons. (The term "advisors" is not to be confused with the separate term "administrators.")
 - 8. Lead prayer meetings, fellowships, etc.
 - 9. Minister in services in any Scriptural capacity.
 - 10. Perform other functions or ministries as need arises or as appointed by the Pastor.

SECTION II

Congregational Voting

ARTICLE ONE: In order to be eligible to vote in congregational business meetings, one must be:

- A. A born-again Christian.
- B. In regular attendance in the Sunday services for at least the previous six months.
- C. Eighteen years of age or older.
- D. Not actively affiliated with another church.

ARTICLE TWO: Any question regarding eligibility to vote shall be resolved by the Steering Committee, whose decision is final.

ARTICLE THREE: Unless specified otherwise, a simple majority of the eligible voting members at a congregational meeting shall be necessary to decide any question before the congregation. In case of an apparent tie vote the Pastor shall cast the deciding vote.

ARTICLE FOUR: The Pastor shall determine the date and time of voting, the method of vote, tabulation, whether or not a re-vote or recount is necessary, etc., subject to being overruled or subject to specific statutes established by the Steering Committee. The only exception to this rule is when the congregational vote concerns the removal of the Pastor as authorized by these Bylaws, in which case the Deacon Board Chairman shall make such decisions, subject to being overruled by the Steering Committee minus the Pastor. (See Section I, Article One, Item B, Paragraph 3 above.)

SECTION III

Congregational Business Meetings

Special business meetings of the congregation may be called by the Deacon Board or Steering Committee or the Pastor. The Pastor shall determine the date of the meeting within thirty days of request by the Deacon Board or Steering Committee and shall announce the meeting publicly at both of the prior Sunday services unless the meeting is to be held during a regular Sunday service.

SECTION IV

Articles of Faith

ARTICLE ONE: The Pastor (and the associates and ministerial assistants, if any) and the Elders, Steering Committee, and ordained ministers agree that the Bible, as originally penned, is the inspired Word of God and is our sole rule of faith.

We, as overseers, unite in the belief that, to keep the unity of the faith and to maintain our purpose, only those who hold to the following basic beliefs of God's Holy Word are to be chosen to hold any office of spiritual leadership in the Church. "Spiritual" shall pertain to an office that can involve impartation of theological information.

- A. All Scripture is given by the inspiration of God.

- B. All have sinned. Forgiveness of sins is only obtained by genuine repentance of sins to God and acceptance of Jesus Christ as personal Savior and Lord of our lives.
- C. Water baptism is essential and is only for those who have repented of their sins to God and have accepted Jesus Christ as their personal Savior, purposing to walk according to God's Word. Water baptism is to be administered in the Name of Jesus (the terms: Father, Son, Holy Spirit, Lord, and Christ, may or may not also be expressed in the baptismal formula).
- D. The baptism in the Holy Spirit is for all Christians and is evidenced by speaking in other tongues as the Holy Spirit gives utterance.
- E. God is One, manifesting Himself as the Father, in the Son, and as the Holy Spirit.
- F. Healing is part of the Atonement and is a promise by Jesus to the believer.
- G. Communion (the Lord's Table or Sacrament) is a Biblical injunction for Christians to observe.
- H. Jesus will out-translate His Bride before the Great Tribulation.
- I. Heaven and hell are real, although we may not know the exact nature of these abodes. Eternal life awaits the Christian; judgment and eternal separation from God await those who do not accept Jesus Christ as their Savior.
- J. Godly living according to the tenor of Scripture should characterize the life of every child of God. (The traditions and laws of men are not to be interpreted as the rule of holiness.)
- K. God's Word teaches us to support the work of God with our finances and time.
- L. Whosoever will may accept Jesus. Apostasy, if maintained, results in the loss of eternal life with Christ.

SECTION V

Statement of Faith Regarding Military Action

ARTICLE ONE: In order to verify that Community Chapel and Bible Training Center stands behind our young men who request non-combatant or conscientious objector status by the armed services, we formally adopt this statement of faith. Inasmuch as this stand results from our interpretation of how the general tenor of Scripture relates to the present military actions (rather than direct Scriptural doctrines) it is not a requirement of faith in order to hold the office of Pastor, Elder, Deacon, or other spiritual offices within Community Chapel and Bible Training Center. We allow latitude, according to the conscience and understanding of each member, regarding this issue.

- A. It is our belief that we are a body of believers, called by God to serve Him according to His Word and revelation.
- B. God has called us to be in the world and not of the world, and to put Him first in all things.
- C. We are commanded by God to be obedient to civil authority except where contrary to God's Word and our conscience. We stand opposed to anarchy and all violence.
- D. We recognize Communism to be anti-God, anti-democratic, and a threat to peace.
- E. We recognize the right of those who are of the world to use such force as is necessary to subdue crime, anarchy, and aggression.
- F. We believe Christians to be citizens of heaven, pilgrims and strangers sojourning among unregenerated peoples on earth.
- G. It is our belief that the unregenerated are responsible for the current problems and therefore have to deal with same in their own way. We believe that refusal to be born-again and filled with the Holy Spirit as commanded by Scripture has led to strife of every sort in our society and among nations.
- H. We further believe that the soft stand taken against evil, crime, and aggressions by our government has put this country in its present precarious position.
- I. We are convinced that the present actions and inactions are part of a universal scheme to establish world government as foretold by the Bible. Christians who take part in such matters only help to bring to pass a world government and a world church which will ultimately wrest away our freedom to worship God according to the dictates of our hearts and our understanding of God's Holy Word.
- J. We are opposed to taking part in any form of violence or in any action to aid the establishment of world government or of a national or world church by man's efforts.
- K. We trust God, not man, to be our defense.
- L. We believe in doing good to all men, evil to none.
- M. We are appreciative of the federal Constitution that is based on godliness, and of the Christian attitudes that accrue from our godly forebears. We are thankful for the freedom that we do enjoy in this great nation of ours and pray that its leaders will lead us in the paths of righteousness, godliness, peace, and justice.

SECTION VI

Ordination

ARTICLE ONE: It is our belief that Pastors, Elders, Teachers (called of God), and Evangelists should be ordained into the ministry of the Gospel by the Elders as approved by the Steering Committee and Pastor, by the laying on of hands of the Elders during a congregational meeting or a regular church service.

ARTICLE TWO: Ordination is to be interpreted to be an appointing to the ministry of the Gospel by the government of the Church, for the purpose of recognition of that position by the body of saints and by other churches and civil governmental authorities.

ARTICLE THREE: We regard the appointment to ordination to be made by God, leading to, and supporting, the appointment to the ministry by the Church. Ordination is a recognition of a candidate's call of God into the ministry. By itself it is not an office.

ARTICLE FOUR: We accept the command of God to "lay hands suddenly on no man" to mean to prove the candidate and be careful not to thrust into ordination those whom God is not ready to ordain.

ARTICLE FIVE: The one to be ordained into the ministry of the Gospel (no specific ministry shall be stated) should:

- A. Feel the call of God into the ministry.
- B. Desire to be ordained and set apart for God in a full-time ministry.
- C. Be capable of ministering the Word of God.
- D. Be capable of receiving understanding from God.
- E. Be a credit to Jesus, the Church, and the ministry.

ARTICLE SIX: The Church may obtain but not annul an ordination, although it may refuse to recognize the ministry of one whom it has previously ordained, if just cause exists, as determined by the Steering Committee.

ARTICLE SEVEN: Although we do not appoint (or ordain) Deacons with laying on of hands and prayer, they are appointed to office to work for God in the mundane affairs of the Church for a specific or indefinite length of time, rather than to a permanent spiritual calling. Articles One through Six above shall not, therefore, necessarily apply to the appointment of Deacons.

ARTICLE EIGHT: The Church may ordain Ministers of the Gospel.

- A. Ordained Ministers of the Gospel may baptize and perform marriages, funerals, and other pastoral duties with the sanction of the Pastor.
- B. Ordained Ministers of the Gospel shall be expected to pray for the sick, exhort, teach, preach, counsel, lead outreaches, etc., according to the responsibilities and opportunities given and afforded them and as they are led by God, within the limitations and guidelines set by the Pastor.
- C. An ordained Minister of the Gospel shall have no governmental or authoritative position in the Church unless he also has been appointed or elected to such an office.

DIVISION THREE

COMMUNITY CHAPEL PUBLICATIONS

SECTION I

General Purpose and Goals

Community Chapel Publications (also referred to elsewhere as Community Chapel and Bible Training Center Publications) shall purchase and/or produce books, printed matter, recordings, films, and other materials for all Divisions of the Corporation upon request from the Divisions. It shall also purchase and/or produce printed, recorded, and media-duplicated materials for wholesale and retail sale.

SECTION II

Administrative Chain of Command

ARTICLE ONE: The Director of Publications shall have final authority over the entire Publications Division, in harmony with the directives of these Bylaws.

ARTICLE TWO: A chain of command chart shall originate from the Director's office. A signed copy of this chart of authority shall be posted in the Publications offices in a conspicuous place.

ARTICLE THREE: The Director shall appoint and/or hire a Manager of Production Systems, Editor, and other supervisors as required. Those appointments are subject to being overturned by the Steering Committee.

SECTION III

Details of Business and Authority

ARTICLE ONE: Steering Committee.

- A. The Steering Committee shall have authority to decide the extent of growth of Community Chapel Publications subject to funds released by the Deacon Board.
- B. The Steering Committee shall have authority to modify the publishing operations by means of these Bylaws or to disband the entire Division and to integrate the publications operations into one or more of the other Divisions of the Corporation.

ARTICLE TWO: Deacon Board.

- A. The Deacon Board shall have authority to decide the purchase of equipment costing in excess of \$1,000 each as requested by the Manager of Production Systems and the General Manager of the Corporation. Except for normal consumable supplies, purchases under this amount shall be authorized by the Director.
- B. The Deacon Board shall determine the total budget and supply funds for the portion of Community Chapel Publications that is funded by the Church Division.
 1. Funds supplied by decision of the Deacon Board shall be transferred to Community Chapel Publications in the form of a loan.
- C. The Deacon Board shall limit funds for printed materials and/or recordings to advertise the Church, or for general sale to the public.
- D. The Deacon Board shall not determine what literature shall be printed, nor shall the Deacon Board limit the quantities.
- E. The Deacon Board shall have authority to authorize expansions of Community Chapel Publications as requested by the Operations Manager as agreed to by the Director of Publications and within the limitations set by the Steering Committee.

ARTICLE THREE: The General Manager of the Corporation shall oversee the financial and business affairs of the Publications Division.

ARTICLE FOUR: The Director of Publications shall have the authority to exercise final, pre-emptive judgment of what items and classifications of items shall be published, on the quality required and sale price of such items.

ARTICLE FIVE: Cost Assessment to the Divisions.

- A. Costs of operation shall be charged against the Publications Division. Upon delivery or termination of a job, the ordering Division shall be charged for services rendered.
- B. The Manager of Production Systems shall determine the assessments to each Division based on his judgment of the real costs and fair share of each Division unless overruled by the Steering Committee.
 1. Publications' charges shall include a fair proportion of the costs of writers' time in addition to actual production and operations costs.
 2. Divisions shall pay for any portion of work on jobs begun through proper channels but not accepted.
- C. In the case of items produced for commercial sale, the cost shall accrue to the Publications Division and shall be recovered through proceeds from sales.

ARTICLE SIX: Miscellaneous Rulings.

- A. Profit and loss from the actions of this Division shall accrue to the Church.

- B. Satellite Churches shall pay for all materials sent them, provided they requested such items or that they agreed to accept such items. Other items sent them shall be charged to the Church Division of this Corporation.
1. Decisions to send unrequested material shall lie in the hands of the Pastor of the Church of Community Chapel and Bible Training Center in King County, Washington, within the limitations imposed by the Deacon Board, if any, and unless overruled by the Steering Committee.
 2. The Pastor of Community Chapel and Bible Training Center shall exercise the final authority on what is sent to the Satellite Churches.
- C. All in-house publication camera copies, master tapes, and ownership of copyrights published by Community Chapel Publications for sales shall become the property of said publication department, unless otherwise agreed upon in writing and ratified by the Steering Committee.

SECTION IV

Turnover of Personnel

ARTICLE ONE: The original Director of Publications, Donald Lee Barnett, shall not be removed from office as long as he is the Pastor of the Church.

ARTICLE TWO: Future Directors of Publications shall be appointed by the Steering Committee and may be removed from office and replaced by a minimum of two-thirds (2/3) majority vote of the Steering Committee.

ARTICLE THREE: The Director may replace the supervisors on his staff with the concurrence of the Steering Committee. He may replace any non-supervisory member of the Publications staff without approval.

ARTICLE FOUR: The supervisors may replace any member of their staff with the Director's approval.

ARTICLE FIVE: The Director, and supervisors on his staff, shall give a minimum of thirty days notice in the event they desire to resign from their offices.

DIVISION FOUR
COMMUNITY CHAPEL BIBLE COLLEGE

SECTION I

Purpose of Community Chapel Bible College

ARTICLE ONE: The purpose of Community Chapel Bible College shall be to train men and women for full- and part-time ministries and to instill in them the principles and knowledge of God's Word and of the ministry of God.

ARTICLE TWO: Community Chapel Bible College shall prepare students for its Bachelor of Theology (Th.B) and Master of Theology (Th. M.) degrees and other such degrees or certificates as determined by the College President in such a manner as to be fit for Ordination by the Church of Community Chapel and Bible Training Center, as capability of each individual student affords.

SECTION II

Government

ARTICLE ONE: The Bible College, instituted September 29, 1969, shall be called "Community Chapel Bible College."

ARTICLE TWO: Community Chapel Bible College shall be governed solely by the College President (also called College Administrator outside of these Bylaws).

ARTICLE THREE: The College President shall be responsible for organizing the structure of Community Chapel Bible College, setting up the courses, hiring and dismissing teachers and staff, and for setting their salaries, determining tuition, budgets, etc.

ARTICLE FOUR: The Business Manager of Community Chapel Bible College shall assist the College President with the management of the business affairs as the College President directs.

ARTICLE FIVE: The College President's salary shall be determined by the Steering Committee.

ARTICLE SIX: The President of Community Chapel Bible College at the time of this June, 1978, revision is Donald Lee Barnett.

ARTICLE SEVEN: As long as Donald Lee Barnett is Pastor of Community Chapel and Bible Training Center, he shall be the President and sole administrator of Community Chapel Bible College, except as follows:

- A. If he deems it necessary, or in the event of poor health or a leave of absence, the President may appoint an Administrator and/or Vice President of Community Chapel Bible College. In such case, Donald Lee Barnett shall retain his position as President and become the Director of Community Chapel Bible College, all other personnel reporting to him, although he might not do the actual work of administering College functions.
- B. Donald Lee Barnett is not subject to being removed from the presidency of Community Chapel Bible College by any action of the Corporation.

ARTICLE EIGHT: In the event that the original Pastor terminates his ministry at this Church, the Steering Committee shall appoint another President for Community Chapel Bible College.

- A. The Steering Committee shall have power to appoint and remove any subsequent President from Community Chapel Bible College, and may overturn any decision that he may make that it deems to be contrary to the general policies of the Corporation, or that it considers to be mismanagement or gross error.
- B. The Deacon Board shall have no authority in matters pertaining to Community Chapel Bible College. The College President alone shall make decisions regarding employment and payment of its staff. He alone shall make decisions regarding needed facilities, equipment, curriculum, etc.

ARTICLE NINE: College housing is under the direction of Community Chapel Bible College.

- A. The rental fee for College residence halls shall be set by the Church and agreed to by the College. In case of conflict, the Steering Committee shall decide.
- B. The College shall administer the operation and shall decide the policies of residence halls. In case of conflict with the Deacon Board, the Steering Committee shall decide.
- C. The College may elect to turn over to the Church all operations that it feels belong to the owners of the building, retaining only those operations that it feels relate to College responsibility.
- D. No College housing shall be built without the concurrence of the College.

(See also Division One, Section IV, Article Seven above.)

DIVISION FIVE

COMMUNITY CHAPEL CHRISTIAN SCHOOLS

SECTION I

Definition and Purpose

ARTICLE ONE: These schools, the first one being instituted September 7, 1972, shall be private church-related elementary and secondary schools named Community Chapel Christian Schools.

ARTICLE TWO: The purpose of Community Chapel Christian Schools shall be to provide a full-time, Christ-centered education from kindergarten through the twelfth grade. Community Chapel Christian Schools shall uphold a standard of scholastic and spiritual excellence which will strengthen the mental, moral, spiritual, and physical areas of the students' natures.

SECTION II

Government

ARTICLE ONE: The Director of Christian Schools shall be the primary administrative office in this Division. He may be assisted in this role by an Assistant Director of Christian Schools, who he may appoint. (See Article Eight, below.)

ARTICLE TWO: Community Chapel Christian Schools shall be administered by the Administrator who is the officer immediately under the Director.

ARTICLE THREE: The Administrator(s) is/are responsible for assuring that Community Chapel Christian Schools are in conformance with the laws of the land, the directives of the Corporation, and the highest standard of education possible.

ARTICLE FOUR: The Administrator shall hire and dismiss teachers and staff workers subject to the Director's approval. He shall also be responsible for setting up the courses and fixing the tuition, budgets, and business of Community Chapel Christian Schools subject to the approval of the Director.

ARTICLE FIVE: The Director of Christian Schools shall have authority to overturn any decision made by the Administrator(s). The Steering Committee shall not govern Community Chapel Christian Schools directly with the exception that it shall have power to overturn any unilateral decision by the Director. In such case, if the Director and the Chairman of the Steering Committee are one and the same person, the Chairman of the Steering Committee's vote shall be excluded.

ARTICLE SIX: Donald Lee Barnett, the original Director of Christian Schools, shall not be removed from that office as long as he is Pastor of Community Chapel and Bible Training Center.

ARTICLE SEVEN: In the event that Donald Lee Barnett terminates his ministry as Pastor of Community Chapel and Bible Training Center, the Steering Committee shall appoint a new Director of Christian Schools. Subsequent Directors may also be removed by the Steering Committee.

ARTICLE EIGHT: The Assistant Director (if any) and the Administrator(s) can be removed from office by the Director only with the Steering Committee's approval. The Director may appoint a new Administrator or an Administrator of each school department, and/or an Assistant Director or Assistant Administrator(s), with the Steering Committee's approval.

ARTICLE NINE: Assistant Administrator(s) may be removed from office by the Administrator, with approval of the Director of Christian Schools.

ARTICLE TEN: The teachers and office staff may be removed by the Administrator(s).

- A. The Director of Christian Schools may remove any Community Chapel Christian Schools personnel after consultation with the Administrator.

SECTION III

Salaries

ARTICLE ONE: The salary of the Director of Christian Schools shall be set by the Steering Committee.

ARTICLE TWO: The salary of the Assistant Director (if any), the Administrator(s), and Assistant Administrator(s) (if any) shall be set by the Steering Committee subject to approval of the Director of Christian Schools. In lieu of an agreement, the Steering Committee shall fix the salaries.

ARTICLE THREE: The salary of the teachers, assistants, and office staff shall be set by the Administrator(s) with the approval of the Director of Christian Schools, whose judgment shall be subject to being overridden by the Steering Committee.

DIVISION SIX
SATELLITE CHURCHES

SECTION I

Definition and Integration

ARTICLE ONE: A Satellite Church shall be a part of the Corporation of Community Chapel and Bible Training Center, King County, Washington. Its name shall be its location prefixed to the name of the Corporation. (Example: "Chippewa Valley Community Chapel and Bible Training Center.")

ARTICLE TWO: A Satellite Church shall be an extension of the original "Church of Community Chapel and Bible Training Center" also called "the Church" or "mother Church" in these Bylaws. (See Division One, Section II, Article Three above); hereafter in this Division called "The Corporation Church."

ARTICLE THREE: A Satellite Church shall be a church with a Pastor, Elders, Deacons, and congregation that is subject to the Bylaws of the Corporation of Community Chapel and Bible Training Center, even though it may be a separate legal corporation due to its location in a different state. It shall be affiliated with the original Corporation of Community Chapel and Bible Training Center in King County, Washington, and subject to its disciplines. It shall be legally considered to be of the same "denomination" as its headquarters in King County, Washington, although no "denomination" in the traditional sense exists.

ARTICLE FOUR: The Satellite Church shall be considered a part of the Corporation Church in polity, discipline, faith, and denomination but it shall not be able to encumber the Corporation Church with its own obligations. The Satellite Church shall be financially self-supporting, and financially self-governing. The Corporation Church shall assume no financial obligation to the Satellite Church.

ARTICLE FIVE: In the event that the Pastor and/or the congregation of a Satellite Church shall seek to dissolve their relationship with the Corporation Church, the Corporation Church shall have the right to assume ownership of the building and all assets and liabilities, although it shall not be required to do so. The Corporation Church shall have authority to dismiss any or all of the pastors and officers and to appoint replacements as it sees fit and to retain whatever part of the congregation that remains. The Satellite Church shall turn over all financial records and books to the Corporation.

- A. If in the event of such a dissolution of relationship the Corporation Church does not choose to assume ownership of the Satellite Church, the Corporation Church shall not be held liable for any liabilities, debts, encumbrances, etc., of the Satellite Church.

SECTION II

Government of Satellite Churches

PREAMBLE

Each church shall be governed by a Pastor, Voting Elders, and Deacons.

ARTICLE ONE: The Pastor.

A. Appointing and dismissing the Pastor.

1. The Pastor shall be appointed and ordained by the Corporation Church and shall serve until removed by either the Corporation Church or by a minimum two-thirds (2/3) vote of the Voting Elders and the congregation of the Satellite Church.
2. Replacement Pastors shall be appointed in the same way as the first Pastor, except that a minimum of all the Voting Elders, save one, of the Satellite Church must ratify the appointment. If three appointments by the Corporation Church are all refused by the Satellite Church, the Corporation Church shall appoint the Pastor, which appointment shall not require ratification. The Pastor may be one of the original, non-ratified appointees.
3. The Pastor shall be officially in charge of all services of the Church, whether or not they are held on the church grounds or whether or not he is present at the meetings.
4. The Pastor shall have the prerogative to minister and lead the services as he feels the Holy Spirit leads him.
5. The Pastor shall have authority to question and advise any and all members of the Church, including its governing bodies, as he feels led.
6. The Pastor shall appoint, instruct, oversee, and remove any and all Bible and Sunday School teachers in the Church.
7. The Pastor shall appoint, oversee, and remove associates and assistants for spiritual ministries at his discretion.
8. The Pastor may appoint and oversee officers and helpers in support of the ministry, in non-spiritual capacities, in areas that would not fall under the normal jurisdiction of the Deacon Board, subject to the approval of the Voting Elders. He may remove such appointees at his own discretion.
 - a. Examples of such spiritual support ministries that would fall under the Pastor's jurisdiction rather than the Deacon Board's are:
 - 1) Outreach team coordinator.

- 2) Church seminar coordinator.
 - 3) Minister's coordinator.
 - 4) Research assistants.
 - 5) Investigator of ministerial departments.
 - 6) Sunday School superintendent.
 - 7) Music Director.
- b. Examples of those the Pastor would not appoint, the jurisdiction belonging rather to the Deacon Board, are:
- 1) Ushers.
 - 2) Construction workers.
 - 3) Maintenance men.
 - 4) Treasurer.
 - 5) Bookkeeper.
 - 6) Security guards.
9. The Pastor desiring to leave the Church shall be required to give the Voting Elders and the Corporation Church at least thirty days notice. The time may be changed by mutual agreement.
- B. Duties of the Pastor.
1. Each Pastor shall preach, teach, admonish, encourage, and advise as God gives him ability. The Pastor shall live a godly life, and endeavor to shepherd the flock to its spiritual benefit.
 2. Recognizing that the Bible teaches a "body ministry" and that the Pastor does not have time, strength, or desire to run the entire church in its many avenues of service, he shall not be expected to do all (or more than he feels that he should or can handle reasonably) of the ministries of the church, including: visiting and praying for the sick and needy, witnessing and counseling.

ARTICLE TWO: Voting and Non-Voting Elders.

- A. The Pastor shall appoint at least three Voting Elders. These Elders should be appointed on the basis of:
1. Spirituality.
 2. Business sense and responsibility.
 3. Unity with the Pastor.

- B. The Pastor may also initially appoint other Non-Voting Elders. (The reason for Non-Voting Elders is to utilize spiritual, experienced, and gifted men for spiritual leadership while they may not yet have the same vision for the Church and unity with the Pastor as Voting Elders. This lack might be due to past denominational ties and concepts, for example.)
- C. The Pastor shall be an ex-officio member of the Voting Elders and Chairman of the Board of Voting Elders.
- D. Additional Voting Elders may be appointed by the Board of Voting Elders by an affirmative vote of the Pastor and a minimum of all other Voting Elders, save one.
- E. Additional Non-Voting Elders may be appointed by concurrence of all Voting and Non-Voting Elders. In this one case, Non-Voting Elders shall be able to cast their vote along with the Voting Elders in the manner disclosed in Paragraph 4 above.
- F. All Voting and Non-Voting Elders shall serve for life unless they resign or are removed by a minimum of a three-fourths (3/4) vote of the Voting Elders.
 - 1. Only one member may be removed during any single round of votes.
 - 2. The one in question shall have no vote in the question of his removal, nor will his potential vote be counted in the total upon which the determination of the majority is made.
 - 3. In the event a member of the Voting Elders is removed, leaving the Eldership below the minimum number specified in Paragraph 1, above, an elder shall be appointed to the Voting Eldership within seven days.
 - 4. No member of the Voting Eldership may be removed from office while the Eldership is below minimum number.
 - 5. No business by the Voting Eldership may be transacted while the Eldership is below strength other than that business required to bring the Voting Eldership back up to minimum number.
 - 6. The Pastor is not subject to being removed from the Voting Eldership nor from the position of Chairman of the Voting Eldership unless he is removed as Pastor of the Church.
- G. The Voting Eldership shall direct the Satellite Church in the same areas as Non-Voting Elders and in such matters as:
 - 1. Creating new departments within the Church.
 - 2. Establishing the goals of the Satellite Church.

3. Settling disputes within the Church that cannot be handled by the previously delegated authority.
 4. Determining whether or not to buy, sell, or trade real property, if and as supported by the congregation of the Satellite Church. (See Article Three, Item A, Paragraph 3, below.)
 5. Overriding the Deacon Board's decisions if it feels they are contrary to or out of line with the goals and direction of the Voting Eldership.
 6. Requesting modification of Bylaws for the Satellite Church from the Corporation Church.
 7. Making laws for the Satellite Church, as necessary, within the framework of these Bylaws.
- H. Non-Voting Elders shall perform one or more of the following functions, under the direction of the Pastor:
1. Pray for the sick in church, home, and hospitals.
 2. Preach and exhort.
 3. Teach.
 4. Counsel those in need.
 5. Direct services, fellowships, classes, and other meetings.
 6. Lead visitations or witnessing groups.
 7. Lay hands upon those being installed into office as Elders or Deacons.
 8. Perform other spiritual functions as needed.
- I. All Voting and Non-Voting Elders shall be born-again, Holy Spirit-filled males at least twenty-five years old, in good standing with the Satellite Church and with God, dedicated to God's service to minister to the flock, and in agreement with the Articles of Faith of the Corporation Church.

ARTICLE THREE: Deacons.

A. Duties.

1. The Deacon Board shall act as official trustees of the Church, and shall oversee the necessary legal agreements; commercial loans and payments, insurance programs, maintenance and safety of the buildings and grounds, janitorial work, future construction, equipment purchases, appointment of ushers, and other financial and mundane obligations and duties of the Church. The Deacon Board shall insure prompt payment of all obligations, keep neat and accurate records of all expenditures and business, and keep the Voting Eldership Chairman advised of all decisions by letter.

2. The Deacon Board shall appoint a Treasurer who shall be under the supervision of the Pastor, and continue in office until removed by the Deacon Board or until he resigns.
3. Any expenditure involving over \$5,000 shall be approved by a minimum of a two-thirds (2/3) majority of the Voting Eldership and by a simple majority of the voting congregation.
4. All payments over \$10 must be made by check.
5. A Deacon may be removed from office by a minimum two-thirds (2/3) majority vote of the congregation; or by a simple majority vote of the Deacon Board or the Voting Elders.
6. A written record of the minutes and all decisions at each Deacon Board meeting shall be kept in the Church office (or Pastor's home if no other office exists) and in the Deacon Board Chairman's home.

B. Election of Deacons.

1. The Deacon Board shall consist of no more or no less than five members, although it may appoint advisors, researchers, aides, and helpers.
2. A Deacon may also be a member of the Voting Eldership or hold any other office in the Satellite Church.
3. To be eligible for office a Deacon must be a Holy Spirit-filled male over twenty-five years of age and in good standing in the Church.
4. A member of the Deacon Board shall remain in office until one of the following:
 - a. He resigns.
 - b. Any member of the Deacon Board or Voting Elders requests a new vote by the congregation and the Deacon Board member loses that vote (once per year maximum).
 - c. He is put out of office.
 - d. The congregation petitions for a new vote in sufficient numbers to satisfy the Voting Eldership that a vote is advisable, or by a petition of a minimum of 20% of the voting members.
5. In the event new Deacons are needed, the voting congregation shall elect new Deacons.
 - a. See Article Six below for voting regulations.

6. The Pastor shall appoint one of the Deacons to be Chairman of the Deacon Board. The Chairman shall have no extra voting power or special voice in matters under consideration. He shall call and moderate meetings and shall be responsible that all rules of the Board be followed.
- C. The Deacon Board shall not meet without the Deacon Board Chairman's presence, except by permission from him or from the Pastor. The Pastor may elect to sit as Chairman if an emergency meeting is necessary and the Chairman is not available.
- D. Investigation of the Deacon Board: In the event that the Chairman of the Voting Elders feels or suspects wrongdoing or wishes confirmation, he shall have the power to investigate or appoint the Voting Elders to investigate the actions of the Board to see if the spiritual direction established by the Voting Elders is being complied with. If misdirection, mismanagement, or dishonesty is found, the Voting Elders shall have the power to reverse the Board's decisions, and, if necessary, remove any Board members and instruct the congregation to elect replacement Deacon Board member(s). If un-Christian conduct is found that, in the judgment of the Voting Elders could bring reproach upon the Satellite Church, that person may be removed from office by a three-fourths (3/4) majority vote of the Voting Elders without bringing the issue before the congregation.

ARTICLE FOUR: The financial organization of the Satellite Church shall be established and administered in such a way that it meets all Corporation, Satellite, and governmental laws and regulations, and insures reasonable safety against embezzlement and fraud. A copy of the Corporation papers and in-house Bylaws (see also Section V, Article Two below) shall be forwarded to the Corporation Church within thirty days after their completion.

ARTICLE FIVE: The Treasurer.

- A. The Treasurer shall be appointed by the Deacon Board and shall be under the supervision of the Pastor.
- B. The Treasurer shall act in his capacity, and perform his duties according to the following regulations:
 1. The Treasurer is not a member of the Deacon Board but may sit in on the Deacon Board meetings at his option. He may also be requested by the Deacon Board to sit in one some or all of their meetings.
 2. The Treasurer is not an officer of the Satellite Church and has no voice in the operation of the Satellite Church.
 3. The Treasurer shall supervise the keeping of the general ledger and financial records of the entire Satellite Church, but he shall not handle the money of the Church. A member of the Deacon Board or Voting Eldership shall be appointed to countersign the checks signed by the Treasurer.

4. The Treasurer shall be responsible to the Deacon Board to record all of its financial transactions and to satisfy its members as to his integrity, expertise, and efficiency.
5. The Treasurer shall see that the books of the Satellite Church fulfill all obligations of the Satellite Church and of the local, state, and Federal governments.

ARTICLE SIX: Congregational voting.

- A. In order to be eligible to vote in congregational business meetings, one must be:
 1. A born-again Christian.
 2. In regular attendance in the Sunday services for at least the previous three months.
 3. Eighteen years of age or older.
 4. Not actively affiliated with another church.
- B. Any question regarding eligibility to vote shall be resolved by the Voting Elders, whose decision is final.
- C. A simple majority of the eligible voting members at a congregational meeting shall be necessary to decide any question before the congregation. In case of an apparent tie-vote the Pastor shall cast the deciding vote.

ARTICLE SEVEN: Congregational Business Meetings.

- A. Special business meetings of the congregation may be called by the Deacon Board, Voting Elders, or Pastor. The Pastor shall determine the date of the meeting within thirty days of request by the Deacon Board or Voting Elders, and shall announce the meeting publicly at the prior Sunday services unless the meeting is to be held during a regular Sunday service. In case of conflict, local state law supersedes this Article.
- B. The Voting Elders may sit in on meetings of the Deacon Board as advisors, but without vote.

SECTION III

Articles of Faith

PREAMBLE

These Articles of Faith shall always be the same as those of the Corporation Church and are repeated here for convenience.

ARTICLE ONE: The Pastor (and the associates and ministerial students, if any) and the Voting and Non-Voting Elders, and ordained ministers agree that the Bible as originally penned, is the inspired Word of God and is our sole rule of faith.

We, as overseers, unite in the belief that to keep the unity of the faith and to maintain our purpose, only those who hold to the following basic beliefs of God's Holy Word are to be chosen to hold any office of spiritual leadership in the Satellite Church. "Spiritual" shall pertain to an office that can involve impartation of theological information.

- A. All Scripture is given by inspiration of God.
- B. All have sinned. Forgiveness of sins is only obtained by genuine repentance of sins to God and acceptance of Jesus Christ as personal Savior and Lord of our lives.
- C. Water baptism is essential and is only for those who have repented of their sins to God and have accepted Jesus Christ as their personal Savior, purposing to walk according to God's Word. Water baptism is to be administered in the Name of Jesus (the terms: Father, Son, Holy Spirit, Lord, and Christ, may or may not also be expressed in the baptismal formula).
- D. The baptism in the Holy Spirit is for all Christians and is evidenced by speaking in other tongues as the Holy Spirit gives utterance.
- E. God is One, manifesting Himself as the Father, in the Son, and as the Holy Spirit.
- F. Healing is part of the Atonement and is a promise by Jesus to the believer.
- G. Communion (Lord's Table or Sacrament) is a Biblical injunction for Christians to observe.
- H. Jesus will out-translate His Bride before the Great Tribulation.
- I. Heaven and hell are real, although we may not know the exact nature of these abodes. Eternal life awaits the Christian; judgment and eternal separation from God await those who do not accept Jesus Christ as their Savior.
- J. Godly living according to the tenor of Scripture should characterize the life of every child of God. (The traditions and laws of man are not to be interpreted as the rule of holiness.)
- K. God's Word teaches us to support the work of God with our finances and time.
- L. Whosoever will may accept Jesus. Apostasy, if maintained, results in the loss of eternal life with Christ.

SECTION IV

Statement of Faith Regarding Military Action

ARTICLE ONE: In order to verify that the Satellite Churches of Community Chapel and Bible Training Center stand behind our young men who request non-combatant or conscientious objector status by the armed services, we adopt this statement of faith. Inasmuch as this stand results from our interpretation of how the general tenor of Scripture relates to the present military actions (rather than direct Scriptural doctrines) it is not a requirement of faith in order to hold the office of Pastor, Elder, Deacon, or other spiritual offices within the Satellite Churches. We allow latitude, according to the conscience and understanding of each member regarding this issue.

- A. It is our belief that we are a body of believers, called by God to serve Him according to His Word and revelation.
- B. God has called us to be in the world and not of the world, and to put Him first in all things.
- C. We are commanded by God to be obedient to civil authority except where contrary to God's Word and our conscience. We stand opposed to anarchy and all violence.
- D. We recognize Communism to be anti-God, anti-democratic, and a threat to peace.
- E. We recognize the right of those who are of the world to use such force as is necessary to subdue crime, anarchy, and aggression.
- F. We believe Christians to be citizens of heaven, pilgrims and strangers sojourning among unregenerated peoples on earth.
- G. It is our belief that the unregenerated are responsible for the current problems and therefore have to deal with same in their own way. We believe that refusal to be born-again and filled with the Holy Spirit as commanded by Scripture has led to strife of every sort in our society and among nations.
- H. We further believe that the soft stand taken against evil, crime, and aggression by our government has put this country in its present, precarious position.
- I. We are convinced that the present actions and inactions are part of a universal scheme to establish world government as foretold by the Bible. Christians who take part in such matters only help to bring to pass a world government and a world church which will ultimately wrest away our freedom to worship God according to the dictates of our hearts and our understanding of God's Holy Word.
- J. We are opposed to taking part in any form of violence or in any action to aid the establishment of world government or of a national or world church by man's effort.

- K. We trust God, not man, to be our defense.
- L. We believe in doing good to all men, evil to none.
- M. We are appreciative of the federal Constitution that is based on godliness, and of the Christian attitudes that accrue from our godly forebears. We are thankful for the freedom that we do enjoy in this great nation of ours and pray that its leaders will lead us in the paths of righteousness, godliness, peace, and justice.

SECTION V

Original Music Compositions

ARTICLE ONE: Musical compositions originating from any Satellite Church or the mother Church shall become the property of the church of origin subject to the following rules. (In the case of the mother Church, the owner of musical compositions is Community Chapel Publications.)

- A. Any other Satellite Church or the mother Church shall have free access to all original musical compositions for use within its own corporate organization. Such use shall include performance, duplication, and distribution.
- B. All copies of musical compositions shall display the appropriate symbol and legend to indicate which group owns the copyright of each composition.
- C. A Satellite Church may sell to a commercial publisher or publish for profit any of the musical compositions it owns, provided that such sale or publication does not infringe upon the rights of the other Satellite Churches or mother Church as established in item A above.
- D. If a Satellite Church desires to sell an original musical composition to a publisher, it shall first give Community Chapel Publications option to obtain the musical composition for publication.

SECTION VI

Change of Bylaws of Division Six

(Satellite Church)

ARTICLE ONE: All changes to the Bylaws of the Satellite Church shall be approved by:

- A. The original Pastor of the Corporation Church.

- B. A minimum of three-fourths (3/4) majority of the Voting Elders.
- C. The Steering Committee of the Corporation Church.

ARTICLE TWO: The Satellite Church may add a Section VII, Additional In-house Regulations Made by the Satellite Church.

- A. No regulation of a Satellite Church shall conflict with other directives of these Bylaws.
- B. Such regulations shall pertain only to the Satellite Church making the addition.
- C. The name of the Satellite Church shall be affixed to Division Six of these Bylaws.
- D. Copies of all new in-house regulations shall be promptly sent to the Corporation Church for review and advice. The Corporation Church shall have authority to overturn or modify any such additions that it construes to be contrary to the general tenor of the Bylaws or of the directives of the Corporation.

Ratification of these Bylaws

6-6-78
date

Jack A. Hicks
Jack A. Hicks, Steering Committee member

6/6/78
date

Calvin E. Freden
Calvin E. Freden, Steering Committee member

June 6, 1978
date

E. Scott Hartley
E. Scott Hartley, Steering Committee member

6/6/78
date

Donald Lee Barnett
Donald Lee Barnett, Steering Committee Chairman

CURRENT OFFICERS AND MAJOR APPOINTEES OF THE CORPORATION OF
COMMUNITY CHAPEL AND BIBLE TRAINING CENTER

DIVISION ONE: The Corporation

Steering Committee

(Board of Directors). Donald Lee Barnett (Chairman)
E. Scott Hartley
Jack A. Hicks
Calvin E. Freden

President of the Corporation. Donald Lee Barnett

Vice-President of the Corporation Jack A. Hicks

Secretary of the Corporation.

General Manager Jack A. Hicks

Treasurer Wyman J. Smalley

Bookkeeper.

Check Signers Donald Lee Barnett
E. Scott Hartley
Jack A. Hicks
Calvin E. Freden

Money Counters. Bob Andresen
Ray Bennett
Lynn Brown
Tom Clifton
Bruce Cromwell
Clint Heppenstall
Tom Konopka
Nick Lembo
Jo McConnell
Dan Pack
Doug Pierce
Bob Shaw
Jerry Snyder
Allen Steinhauer
Gary Vasey
Bob Ward
Merv Weidner
Paul Yokers

Custodian of the Bylaws Kristian H. Erickson

DIVISION TWO: The Church

- Pastor. Donald Lee Barnett
- Deacon Board. Calvin E. Freden (Chairman)
Jack A. Hicks
E. Scott Hartley
Donovan Pack
- Elders. Donald Lee Barnett
E. Scott Hartley
Jack A. Hicks
Calvin E. Freden
J. H. DuBois
Mark Yokers
Mike Sabourin
George Alberts
Russ Barnett

DIVISION THREE: Community Chapel Publications

- Director. Donald Lee Barnett
- Editor. Kristian H. Erickson
- Manager of Production Systems Marcus Drake

DIVISION FOUR: Community Chapel Bible College

- President (Administrator) Donald Lee Barnett
- Business Manager. Jack A. Hicks
- Academic Dean J. H. DuBois

DIVISION FIVE: Community Chapel Christian Schools

- Director. Donald Lee Barnett
- Assistant Director. Jack A. Hicks
- Administrator E. Scott Hartley

DIVISION SIX: Satellite Churches

- No. 1, Chippewa Valley Community Chapel and Bible Training Center
- Pastor. Keith Gunn