



**Constitution and Bylaws  
of  
Adirondack Community Fellowship**

# **CONSTITUTION**

## **PREAMBLE**

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

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

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

## **ARTICLE I NAME**

The name of this corporation shall be Adirondack Community Fellowship (Acts 2:17-21).

## **ARTICLE II PURPOSE**

The purpose of this corporation shall be:

1. To establish and oversee places of worship under the guidance of the Holy Spirit (Titus 1:5; Ps. 107:3; Acts 2:42, 46, 47; Heb. 10:25).
2. To conduct the work of evangelizing both home and foreign missions in obedience to the command of our Lord Jesus Christ (Matt. 28:19, 20; Mark 16:15,16; Luke 24:46, 47; John 20:21).
3. To create departments as may be necessary in order to establish places of worship, to spread the Gospel, (including but not limited to educational, recreational, community, and social services) and to support missionary activity (Acts 6:1-7).
4. To have the right to own, hold in trust, use, possess, sell, convey, mortgage, lease or dispose of such property, real or chattel, as may be needed for the prosecution of its work.
5. To license ministers of the Gospel and be their covering (1 Thess. 5:12; 2 Thess. 2:15; 3:4; Heb. 13:17).

## **ARTICLE III DOCTRINAL STATEMENT**

### 1. THE HOLY SCRIPTURES

We believe the Holy Scriptures of the Old and New Testaments to be the verbally, inspired Word of God, the final authority for faith and life, inerrant in the original writings, infallible and God breathed. (II Timothy 3:16,17; II Peter 1:20,21; Matthew 5:18; John 16:12,13).

### 2. THE GODHEAD

We believe in one Triune God, eternally existing in three persons Father, Son, and Holy Spirit - co-eternal in being, co-identical in power and glory, and having the same attributes and perfections. (Deuteronomy 6:14; II Corinthians 13:14).

### 3 THE PERSON AND WORK OF CHRIST

a. We believe that the Lord Jesus Christ, the eternal Son of God, became man, without ceasing to be God, having been conceived by the Holy Spirit and born of the Virgin Mary, in order that He might reveal God and redeem sinful man. (John 1:12,14; Luke 1 :35).

b. We believe that the Lord Jesus Christ accomplished our redemption through His death on the cross as a representative, vicarious, substitutionary sacrifice; and that our justification is made sure by His literal physical resurrection from the dead. (Romans 3:24,25; I Peter 2:24; Ephesians 1:7; I Peter 1:3-5).

c. We believe that the Lord Jesus Christ ascended to Heaven, and is now exalted at the right hand of God, where, as our High Priest, He fulfills the ministry of Representative, Intercessor, and Advocate. (Acts 1:9,10; Hebrews 8:1, 7:25, 9:4; Romans 8:34; I John 2:1,2).

#### 4. THE PERSON AND WORK OF THE HOLY SPIRIT

a. We believe that the Holy Spirit is a person who convicts the world of sin, of righteousness, and of judgment; and that He is the Supernatural Agent in regeneration, baptizing all believers into the body of Christ, indwelling and sealing them unto the day of redemption. (John 16:8-11; II Corinthians 3:6; I Corinthians 12:12-14; Romans 8:9; Ephesians 1:13-14).

b. We believe that the Holy Spirit is the Divine Teacher who guides believers unto all truth; and that it is the privilege and duty of all the saved to be filled with the Holy Spirit. (John 16:13; I John 2:20,27; Ephesians 5:18).

c. We believe that the Holy Spirit bestowed spiritual gifts upon all believers and that every believer glorifies God and edifies the body of Christ when maturely exercising those gifts. No gift mentioned in the Scripture, when exercised decently and in order, according to His will, should be discouraged or forbidden as this is contrary to the will of God. (I Corinthians 12:1-11, 13:1-13, 14:37-40; Ephesians 4:1-6; James 1:16-19).

#### 5. THE TOTAL DEPRAVITY OF MAN

We believe that man was created in the image and likeness of God, but that in Adam's sin the race fell, inherited a sinful nature, and became alienated from God; and that man is totally depraved, and, of himself, utterly unable to remedy his lost condition. (Genesis 1:26,27; Romans 3:22,23, 5:12; Ephesians 2:1-3,12).

#### 6. SALVATION

We believe that salvation is the gift of God brought to man by grace and received by personal faith in the Lord Jesus Christ, whose precious blood was shed on Calvary for the forgiveness of sins. (Ephesians 2:8-10; John 1:12; Ephesians 1:7; I Peter 1:18,19).

#### 7. THE SECURITY OF THE BELIEVER

We believe that every true child of God possesses eternal life and is therefore, safe and secure for all eternity, being justified by faith, sanctified by God, and sealed by the Holy Spirit; he cannot lose his salvation. However, a Christian can through sin, lose his

fellowship, joy, power, testimony, and reward and incur the Fathers chastisement. Relationship is eternal being established by the new birth; fellowship, however, is dependent upon obedience. (1 Corinthians 3:11-17; Hebrews 12:5-11; 1 Corinthians 11:30-32)

#### 8. THE TWO NATURES OF THE BELIEVER

We believe that every saved person possesses two natures, with provision made for the victory of his/her new nature in Christ over his/her old nature through the power of the indwelling Holy Spirit; and that all claims to the eradication of the old nature in this life are unscriptural. (Romans 6:13, 8:12,13; Galatians 5:16-25; Ephesians 4:22-24; Colossians 3:10; I Peter 1:14-16; I John 3:5-9).

#### 9. MISSIONS

We believe that it is the privilege of the saved to witness by life and by word to the truths of the Holy Scripture and to seek to proclaim the Gospel to all mankind. (Mark 16:15; Acts 1:8; II Corinthians 5:19,20).

#### 10. THE CHURCH

a. We believe that the Church, which is the body of Christ, is a spiritual organism made up of all born-again persons. (Ephesians 1:22,23, 5:25-27; I Corinthians 12:12-14; II Corinthians 11:2).

b. We believe that the establishment and continuance of local churches is clearly taught and defined in the New Testament Scriptures. (Acts 14:27, 20:17,28-32; I Timothy 3:13; Titus 1 :5-11).

3. We recognize the ordinances of water baptism by immersion subsequent to salvation and the Lord's Supper as a Scriptural means of testimony for the church of this age. Matthew 28:19,20; Acts 2:41,42, 18:8; I Corinthians 11:23-36).

#### 11. THE PERSONALITY OF SATAN

We believe that Satan is a person, the author of sin and the cause of the fall; that he is the open and declared enemy of God and man; and that he shall be eternally punished in the Lake of Fire. (Job 1:6,7; Isaiah 14:12-17; Matthew 4:2-11, 25:41; Revelation 20:10).

#### 12. THE ETERNAL STATE

We believe in the bodily resurrection of all men, the saved to eternal life, and the unsaved to judgment and everlasting punishment. (Matthew 25:46; John 5:28-29, 11:25-26; Revelation 20:5,6,12,13).

## **ARTICLE IV ORDINANCES**

### WATER BAPTISM

The ordinance of water baptism (Matt. 28:19) shall be administered by all established places of worship to all those who have repented of their sins and who have believed on the Lord Jesus Christ to the saving of their souls (Ro. 6:3-5; Col.2:12).

### THE LORD'S SUPPER

The ordinance of the Lord's Supper shall be observed regularly by all established places of worship, as enjoined in the Scriptures (Luke 22:19,20; 1Cor. 11:23-26).

## **ARTICLE V MEMBERSHIP**

### 1) MEMBERSHIP PROCESS

A person is eligible for membership in this church who gives evidence of his/her faith in the Lord Jesus Christ, who voluntarily subscribes to the Statement of Fundamental Truths and who reads and agrees to be governed by the constitution and bylaws of this church as herein set forth.

Adirondack Community Fellowship is a fellowship of believers participating in the labors of the Holy Spirit in this community. An individual seeking to become a member of this church must submit in writing, using a form prescribed by this church, that they wish to become a member. The form must meet the following guidelines:

- A. The name of the applicant must be listed. If a married couple is applying for membership both names must be listed and both applicants must sign.
- B. There must be a statement indicating that the member will abide by the Holy Scriptures and submit to the constitution and bylaws of the church.

Adirondack Community Fellowship is theocratic in government. Therefore, this church subscribes to a nonvoting membership. In any growing congregation, there will be people at all stages of spiritual growth and maturity. For that reason, it is not proper to submit the affairs of the church to a democratic vote as the same is not God's way, for the purpose of the church is not to do the will of the majority, but the will of God.

Any disputes that arise over the interpretation of these bylaws shall be deferred to the highest authority of this church. In this case it would be the pastor, with the advice of the board of directors. In Watson v. Jones, the court ruled that

“Whenever the questions of discipline, or of faith, of ecclesiastical rule, custom, or law have been decided by the highest church judicatory to which the matter has been carried, the legal tribunals must accept such decisions as final, and as binding on them . . .”

Additionally, it was ruled by the Supreme Court in Jones v. Wolf, 443 U.S. 595 (1979) that to suspend or exclude from the Lord's Supper those found delinquent, are matters concerning membership are solely under the control of the church and that a member may have membership revoked if the pastor and or church board of directors deem it necessary so long as the church follows its own rules in doing so. This right and power cannot go under review by the IRS or courts.

## 2) THE STANDARDS OF MEMBERSHIP

The standard of membership of this church shall be: (1) Evidence of a genuine experience of regeneration (new birth) (John 1:12-14; John 3:3-8; I Peter 1:23-25); (2) Evidence of a consistent Christian life (Romans 6:4; 8:1-4; 13:13-14; Ephesians 4:1-2,15,17-32; 5:1,2,15; I John 1:6,7); (3) Baptism in water by immersion (Matthew 28:19-20; Acts 10:47-48; Romans 6:3-12; Colossians 2:11-12); (4) Full subscription to the tenets of faith as set forth in the bylaws adopted by the church; (5) Willingness to contribute regularly to the support of the church according to his or her ability through tithes and offerings (Malachi 3:10; Matthew 23:23; Hebrews 7:4-5); and, (6) Support of the church with regular attendance at services (Hebrews 10:25).3)

## 3) RECEPTION OF MEMBERS

Persons desiring to become members in fellowship with the church shall make the fact known to the sr. pastor by a signed application approved by the board of directors. The application must be submitted to the church secretary.

Any person professing faith in the Lord Jesus Christ as his/her personal Savior and giving evidence of having been born again and evidence of water baptism, by making a written request to the sr. pastor and board of directors and upon their recommendation, may acquire membership in this church in the following manner:

The sr. pastor shall present the names of those who apply for membership, to the board of directors, who shall act upon said recommendation. All persons who shall meet the membership requirements and have been passed on favorably shall be received into the church publicly at any of the regular services and their names inscribed on the roster.

## 4) PROHIBITED CONDUCT OF MEMBERS

Any member, or those who are in covenant fellowship with the church, found guilty of any of the following offenses shall be subject to removal from the church membership:

1. In any way sowing discord among the brethren, including but not limited to rumor mongering, tale bearing and bearing false witnesses (Proverbs 6:16-19, I Corinthians 1:10, 12:25, Galatians 5:20-21, Ephesians 4:2-3).
2. Propagating of doctrines and practices contrary to the Statements of Fundamental Truths which causes discord, dissention and division in the church (Romans 1:21-32; Galatians 1:8-9; Titus 3:9-11; 2 Thessalonians 3:6).

3. Living any kind of sexually immoral lifestyle (Romans 1:21-32, I Corinthians 5:1-5,9-13, Galatians 5:16-21, Ephesians 5:1-12, I Thessalonians 4:1-7).
4. Persisting in believing or propagating some pernicious, false, contrary doctrine (Romans 16:17-18, I Timothy 4:1, II Timothy 4:3-4, Titus 3:10-11, II Peter 2:1-3).
5. Involvement in any form of occult practices (Deuteronomy 18:9-14, Acts 19: 18-19, Galatians 5:20, Revelation 21:8).
6. Being involved with substance abuse, addictive such as pornography, gambling or occult practices with no indication of repentance.
7. Publicly wearing apparel which is indecent or sensual (I Timothy 2:9-10, 4:11-12).
8. Repeated offenses of civil laws that are not consistent with the Word of God (Ecclesiastes 8:2-4, Romans 13:1-7, I Peter 2:13-17).

## 5) DISCIPLINE

This church is committed to Biblical discipline in order to prepare a spotless bride for the Lord Jesus Christ's return, to maintain holiness as a way of life, to restore the sinning person to a right relationship with the Lord, and to expose sin so that it will not become a polluting influence in the rest of the church (Ephesians 5:11, I Peter 1:15-16, I Corinthians 5:6-7, Joshua 7:1-26).

Divisive persons shall be confronted according to the pattern outlined in Titus 3:9-11. At least two elders, or those whom they designate, shall meet with the divisive person and warn him/her to repent. If the person does not repent, at least two elders, or those whom they designate, shall meet with him/her again and warn him/her a second time. If the person still refuses to repent of his/her sin of divisiveness, the presbytery at either a regular or special meeting may excommunicate him/her from the church in accordance with the Word of God (Romans 16:17-19).

If a believer observes a sin in another believer's life, he/she is to confront the person according to the pattern outlined in Matthew 18:15-17, by first going to him/her in private. If the sinning person does not listen and repent, the believer is to take one or two other believers and confront him/her again. If he/she stays unrepentant, he/she shall be brought before the presbytery. The presbytery shall do everything necessary to restore the sinning brother/sister. If everything has been done Biblically to restore the sinning brother/sister and the person refuses to repent, then the presbytery shall excommunicate him/her from the church at a regular or special meeting.

All believers are encouraged to consult with one of the elders when confronting another believer about sin in his/her life (Matthew 18:15-17). In both the above cases, the elder shall determine the appropriate time between steps and everyone involved shall, to the best of their ability, carry out this discipline in the spirit of love, humility, and meekness putting the interests of others ahead of their own (Galatians 6:1-2).

In the event of a serious difference arising between members of the assembly, if the parties involved cannot effect reconciliation, they shall have the right to appeal to the presbytery. The

presbytery will consider no charges of misconduct unless they are made in writing. When formal charges have been laid against a member, and the sr. pastor decides that disciplinary action must be taken, the member so charged shall be advised in writing and a date shall be set for a hearing before the presbytery in the presence of the one laying the charge, at which time the evidence shall be considered and a verdict shall be determined by secret ballot. If guilt is established and contrition, sorrow and repentance are not evident on the part of the offender, suspension of membership shall be considered as disciplinary action. However, unless his/her attendance at church would be cause for scandal, he/she should be permitted to attend church services in the hope that he/she would be reconciled to the Lord. Every effort shall be made to restore such a one to membership upon evidence of repentance (Matthew 18:15-17, 35).

## 6) TERMINATION OF MEMBERSHIP

The sr. pastor and board of directors shall be authorized to revise the membership roll of the corporation and the sr. pastor and presbytery shall be authorized to revise the membership roll of the church at least once a year, and to remove from the list of active members those in fellowship under the following categories:

- A. ACF shall not under any circumstance issue a Letter of Transfer.
- B. Voluntary withdrawal from membership.
- C. Deceased during the year.
- D. Propagation of doctrines and practices contrary to the Tenets of Faith, which cause discord, dissension and division in the church (Romans 16:17,18; Galatians 1:8,9; Titus 3:9-11; II Thessalonians 3:6).
- E. Those who are living in sin and whose lives are inconsistent with Biblical standards of holiness (I Corinthians 5:11; Galatians 5:19-21; Hebrews 12:14).
- F. The church may also terminate the membership of any individual who is absent from the church services for a period of three (3) months without reasonable excuse.
- G. Any member absent from the services without reasonable excuse for a period of three (3) months shall be placed upon the inactive roll.
- H. It is understood that the purpose of terminating the membership of those who are in violation is to discipline them and to win them back, not to condemn them and forget them (I Corinthians 5:1-2; II Corinthians 2:6-11).
- I. The board of directors reserves the right to remove, without warning, any member which is deemed to be harming the flock or to be in purpose and willful contention with the church.

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

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

#### 7).DUTY OF CHURCH MEMBERS IN FELLOWSHIP

- C. To contribute financially for the support of the church and its ministries in tithes and offerings in accordance with the Scriptures as God may prosper them, for the support of its various missionary work, both at home and foreign.
- D. By a godly and Christian life each member shall cooperate with the church, its sr. pastor, board of directors, local and advisory presbytery and deacons in their various efforts to attain to Scriptural church life.
- E. Members shall regularly attend all church services, and special meetings as called by the sr. pastor.
- F. The duties of the members to themselves are: the acquisition of Scriptural knowledge, constant progress in spirituality, and consistency of external conduct.
- G. Each member must consent to be in subjection to church discipline and order as directed in a Scriptural manner by the sr. pastor and presbytery. It is the duty of the members to honor and esteem their sr. pastor; to pray for him fervently and daily; to attend constantly upon his ministrations; to manifest a tender regard for his reputation, and to follow his vision. He shall publicly be referred to as "pastor."
- H. It is the duty of each member to cultivate and cherish brotherly love for all people, especially members of the Body of Christ.
- I. It shall be understood that matters discussed among the membership shall remain confidential within the membership.
- J. Membership in Adirondack Community Fellowship shall terminate by voluntary transfer of membership or membership to another church. It shall also terminate by excommunication of an unruly member, according to Matthew 18:15-17.

#### 8. LIMITATION OF CORPORATE MEMBERSHIP

Membership in the Adirondack Community Fellowship is limited. Voting in the corporation is limited to those individuals permitted to vote by the constitution and bylaws of the church. The general qualifications for corporate membership are a firm and consistent adherence to the Statement of Fundamental Truths of Adirondack Community Fellowship.

In addition, the specific qualifications for corporate membership shall consist of the present and evident ability to meet the current needs of the church as perceived by the board of directors and the sr. pastor.

## ARTICLE VI ADVISORY COUNCIL

There shall be an advisory council made up of no less than three (3) persons and no more than 5. The council shall be made up of individuals nominated by the senior pastor/president of the corporation and confirmed by a simple majority of the board of directors. (II Timothy 3:16, 17; Acts 15).

### PURPOSE

The purpose of the advisory council is to:

Provide a spiritual covering by prayerfully giving necessary aid, comfort, instruction, guidance, protection and correction as well as counsel, wisdom and fellowship to the senior pastor/president (II Timothy 3:16, 17; Acts 15).

Make themselves available to listen to complaints/accusations against the senior pastor/president of the corporation brought to them unanimously by the official board of directors excluding the senior pastor/president and to make a determination.

The board of directors may call the advisory council into session for the following reasons/accusations against the sr. pastor/president:

- Adultery
- Embezzlement
- Compulsive lying
- Sexual impurity
- Substance Abuse

The senior pastor/president may be dismissed by the advisory council for the following reasons.

- Adultery
- Embezzlement
- Compulsive lying
- Sexual impurity
- Substance Abuse.

The council will determine if the senior pastor/president is guilty or innocent and whether to dismiss him/her from office. The advisory council is the only entity that has the authority to dismiss the senior pastor/president from his/her position if, after being called into session in accordance with the provisions of the article and after considering all accusations against

him/her; they determine that it is the best course of action for him/her and the church. The decision of the advisory council is final.

In the event of death or resignation of the senior pastor/president the board of directors may exercise article V(1)(c) of the bylaws or call the advisory council into session to serve in an apostolic function to seek the face of God and install a new senior pastor/president.

## STRUCTURE

The secretary of the corporation shall be present at all officially called meetings of the advisory council and shall record the proceedings. The secretary shall also create minutes of the meeting and present them to the advisory council within one week (seven days) after the meeting has come to a close.

Any member of the advisory council may be replaced or removed at any time deemed necessary by request of the senior pastor/president and confirmation of the board of directors of the corporation, provided that it not be after the advisory council has been called to officially meet in accordance with section 3 of this article.

The advisory council shall be chaired by the representative nominated by the president and confirmed by the board of directors.

Future vacancies shall be nominated by the president and confirmed by the board of directors with the counsel of the remaining members of the advisory council of this corporation.

The representatives of the advisory council shall be made up of current or former senior pastors or other people in ministry who have or have had at least five (5) years experience and have displayed an uncompromising commitment to the Word of God.

A record of the current and past members of the advisory council shall be kept in a log under the custody of the official board of directors. The log shall clearly list the name of the current chairman.

Any successor senior pastor/president to the founding or current senior pastor/president shall keep the advisory council that was in existence at the time he/she became senior pastor/president. He/she may, after a two year period, make nominations for replacements of no more than one representative per year. He/she must follow the procedure set forth in section 2 of this article.

## QUORUM

100% of the advisory council must be present to constitute a quorum. The council may only meet if it has been called to do so unanimously by the official board excluding the senior pastor/president.

## DETERMINATIONS

Any action taken by the advisory council is valid by a two-thirds majority. POWER

The advisory council shall have no innate power or authority as a legal, organizational entity, except that which is invested in them by these bylaws. Their decisions, when called together in accordance with section 1 of this article, shall be final.

## **ARTICLE VII FINANCE**

The corporation shall be financed by the freewill offerings of the members and friends of the corporation, by the established places of worship, by all other subordinate groups affiliated with Adirondack Community Fellowship and by fundraisers that are recognized by the senior pastor/president and official board (1 Chronicles 29:6-9; 2 Chronicles. 24:10; 31:10).

## **ARTICLE VIII GOVERNMENT**

### OFFICERS

There shall be a senior pastor/president.

There may be an executive pastor/executive vice-president.

There shall be a secretary.

There shall be a treasurer.

Other officers shall be added as needed.

### OFFICIAL BOARD

The official board shall consist of the individuals, the majority of which shall serve without remuneration and not be related by blood or marriage. The senior pastor/president shall be chairman of the board and chief executive of the corporation. This paragraph cannot be amended, changed or altered, as it would be a violation of the Holy Scriptures.

### COMMITTEES

There shall (as the occasion may demand) be operational committees appointed by the senior pastor/president to serve under the supervision of the board of directors in the capacity of expediting the work of the ministry.

### PASTORS

In any established place of worship the senior pastor/president will appoint a pastor to govern the affairs of said place of worship. The appointed pastor will give account to the senior pastor/president of the corporation concerning every aspect of the established place of worship.

## **ARTICLE IX MEETINGS**

### CHURCH MEETINGS

In any established place of worship the appointed pastor will be responsible for regular church services.

### CORPORATION MEETINGS (3<sup>rd</sup> Wednesday in December at 10:00 AM)

The corporation year shall coincide with the calendar year beginning on January 1<sup>st</sup> , and running through December 31st.

The senior pastor/president will call the official board meeting to discuss the direction of the corporation. The senior pastor/president shall set dates and times for board meetings. A minimum of two-thirds of the officers including the senior pastor/president shall be present for an official board meeting to exist. The board may have invited guests present at any meeting so long as the senior pastor/president has approved it.

Participation in Official Board Meetings by Telephone Conference Calls. One (1), more, or all of the Members of the Board may participate in a meeting through the use of conference telephone or other communications equipment.

The secretary shall keep an accurate account of the minutes that were discussed at any board meeting. He/she then has to submit them at the next board meeting for discussion by the official board and approval by the senior pastor/president. Upon approval by the majority of the board of directors including the senior pastor/president, the minutes shall be adopted, and all policy and procedure in them will continue to be enforced.

## **ARTICLE X QUORUM**

Two-thirds of the board members (including the senior pastor/president) at an official board meeting constitutes a quorum. The pastor is the only one who can call an official board meeting by notifying the board members verbally or in writing with 72 hours notice.

## **ARTICLE XI MEMBERSHIP REVIEW OF CHURCH RECORDS**

### REQUESTS MADE BY MEMBERS

To ensure the trust of the membership and to also ensure that a public interest is being served, all church records, financial information and all kinds of financial transactions must always be available for membership inspection and review. Any questions by any members shall be addressed to the treasurer either in writing or by scheduled appointment.

## REQUIRED PROVISIONS OF THE REQUEST

The request must state the name of the member, the reason for the request and that the information shall in no way be made public or shared with any other member in a way that will jeopardize the church.

## REQUIRED FEE

If requested by a member of this church, a photo copy of any financial transaction in question shall be given. The member shall pay a reasonable fee of \$0.15 per copy (per sheet of paper).

## CONFIDENTIALITY

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

## DENYING A REQUEST

The board of directors reserves the right to deny such a request for any of the following reasons:

- A. The request is considered by the board of directors and deemed to be frivolous.
- B. The member making the request has a history of being divisive.
- C. The member does not adequately provide the required information on the request as stated in paragraph 1 of this article.
- D. The person making a request is a non-member or a person whose membership was terminated.

## **ARTICLE XII DEFINITIONS**

Presbytery: The presbytery is the board of directors.

Officers: The officers of the church are also the board of directors.

Elder(s): Elder are defined as

## **ARTICLE XIII AMENDMENTS**

Amendments to this constitution may be made by a 75% vote of the official board, including the senior pastor's/president's approval.

# BYLAWS

## ARTICLE I ORDER

For the purpose of conducting business, the senior pastor/president shall, in an orderly manner, preside over all of the affairs of the corporation.

## ARTICLE II DEPARTMENTS AND COMMITTEES

The corporation shall hereby provide for departments and committees to be created as needs may require. All such departments and committees shall be under the general supervision of the senior pastor/president.

### ESTABLISHED PLACES OF WORSHIP

This church will actively participate in establishing new places of worship. Each of the places of worship that it establishes will be through financial assistance once they have secured all the legal paperwork to be recognized as a nonprofit organization as described by state law and section 501(c)(3) of the Internal Revenue Code .

#### Purpose

The purpose of an established place of worship shall be to maintain a place of worship for God's people, such as a building or home where the congregation can come together for religious purposes.

#### Duties

All established places of worship shall subscribe to articles III and IV of this constitution as fundamental to Christian ministry. The pastor shall also be responsible and preside over all meetings of the established place of worship (church).

#### Rights and Privileges

All established places of worship must operate under their own constitution and bylaws provided that they neither contradict nor violate the framework of the constitution and bylaws of Adirondack Community Fellowship.

#### The Appointed Pastor

The senior pastor/president may appoint a pastor to pioneer a work with the purpose of establishing a place of worship. All pastors are to give account to the senior pastor/president for every aspect of the established place of worship.

## Finances

The corporation shall finance the established place of worship until it can financially exist on its own. At that point, the newly established place of worship will no longer receive financial assistance from this church.

The pastor of said place of worship shall be given fair and just compensation by this church to compensate him/her for the work of the ministry until the established place of worship can financially exist on its own. When the established place of worship can financially support itself, the appointed pastor shall receive a reasonable salary from the established place of worship. The salary will be determined by the board of directors of the newly established place of worship.

Adirondack Community Fellowship may receive 10% of the finances generated from all established places of worship that are capable of financially existing on their own. All churches that this church establishes will be encouraged to send 10% of their tithes and offerings to this church, but never required to do so. Funds received by those churches will be used to further our exempt purpose of starting new places of worship.

## OTHER SUBORDINATE GROUPS

All other subordinate groups shall be dealt with on an individual basis. All requirements shall be set forth for each subordinate group in an agreement between Adirondack Community Fellowship and the subordinate group.

## **ARTICLE III FINANCES**

### BUDGET

The funds for the maintenance of the corporation shall be provided for by the freewill offerings of friends of the corporation, established places of worship, by all other subordinate groups affiliated with Adirondack Community Fellowship, and by recognized fund-raisers. All offerings are subject to approval by the board of directors as provided in the Holy Scriptures. If approved, an offering shall be passed on to the treasurer for deposit in the corporation's treasury.

### AUDIT

An internal audit shall be completed by the treasurer and/or other board appointed person. This audit of all financial records shall be made after the close of the calendar year, prior to the end of February.

### WITHDRAWALS

Only the treasurer under the supervision of the senior pastor/president shall make all withdrawals from the regular corporation treasury. In the event that the treasurer is unable for a period of time to make deposits or withdrawals, he/she may (in written form) authorize the senior pastor/president to make deposits or withdrawals from the corporation's treasury. In such a case

the board of directors shall receive a copy of the written notice. The notice shall state the dates for which the senior pastor/president can make withdrawals, not to exceed two weeks.

## SALARIES

The senior pastor/president shall be given a regular and reasonable salary as determined by agreement of the official board. His/her salary shall be reviewed each year during the last meeting of the calendar year.

The salaries of all other officers and employees shall be determined by the official board of directors and the senior pastor/president.

## **ARTICLE IV PROPERTY RIGHTS**

All property, real or chattel, shall be taken, held, sold, transferred or conveyed in the corporation's name.

No real or chattel property of the corporation shall be sold, leased, mortgaged, or otherwise alienated without authorization of the senior pastor/president.

The senior pastor/president of the corporation shall certify in such conveyances, leases, or mortgages.

In the event that the corporation ceases to exist, all assets Adirondack Community Fellowship shall at the discretion of the board of directors be given to organizations that are exempt as described in section 501(c)(3) and/or 170(c)(2) of the Internal Revenue Code of 1986. The organization must be of similar purpose and also apply ARTICLE III, PARAGRAPHS 1, 2 and 4 of the constitution as essential tenets of the Christian faith.

## **ARTICLE V GOVERNMENT AND OFFICIAL FUNCTIONS**

### SENIOR PASTOR/PRESIDENT

#### Qualifications

The senior pastor/president shall have been saved at least five years and shall have wisdom in handling the corporation's affairs. He/she shall be of sound doctrine and good judgment. He/she must also cooperate with and listen to the sound advice given by the officers.

#### Duties

The senior pastor/president shall be the head of the entire corporation as provided by the Holy Scriptures.

The senior pastor/president shall be a voting member of the official board and ex-officio chairmen of all committees.

The senior pastor/president shall be chairman of the official board and preside over all corporation meetings.

#### Manner of Appointment

In the event that the corporation needs a new senior pastor/president due to sudden death or resignation, the executive-vice president shall automatically replace him/her.

#### Term of Office

The term of the senior pastor/president's office shall be for an indefinite period of time as provided by the Holy Scriptures.

### EXECUTIVE PASTOR/EXECUTIVE VICE-PRESIDENT

#### Qualifications

The executive pastor/executive vice-president shall have been saved at least five years and shall have wisdom in handling the corporation's affairs if the senior pastor/president is out carrying on the work of the ministry. He/she shall be of sound doctrine and good judgment. He/she will serve as chief advisor to the senior pastor/president.

#### Duties

He/she will serve as the executive pastor of the corporation.

He/she shall serve on the board.

He/she shall carry out the responsibilities that the senior pastor/president delegates to him/her.

#### Manner of Appointment

The senior pastor/president shall nominate and the board of directors shall confirm the executive pastor/executive vice-president to office.

#### Term of Office

The office of the executive pastor/executive vice-president shall be for an indefinite period of time; he/she (executive vice-president/executive pastor) is subject to dismissal if he/she violates the constitution and bylaws of Adirondack Community Fellowship.

## SECRETARY

### Qualifications

The secretary shall be a spiritually minded person and of sound judgment. He/she must be capable of recording the minutes of meetings, and of doing all of the correspondence necessary in the conducting of official corporation business.

### Duties

By virtue of his/her office, the secretary shall keep a true and accurate record of all meetings, including business meetings of the corporation. He/she shall perform clerical duties, and shall be the custodian of all legal documents.

### Manner of Appointment

The senior pastor/president shall nominate and the board of directors shall confirm the secretary to office.

### Term of Office

The term of office shall be for an indefinite period of time; he/she (secretary) is subject to dismissal if he/she violates the constitution and bylaws of Adirondack Community Fellowship.

## TREASURER

### Qualifications

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

### Duties

By virtue of his/her office, the treasurer shall keep, in a business-like manner, an itemized account of all receipts and disbursements of moneys committed to his/her trust and shall make reports to be presented during the official board meetings. He/she shall deposit and make withdrawals in a manner prescribed in article III of the bylaws.

### Manner of Appointment

The senior pastor/president shall nominate and the board of directors shall confirm the treasurer to office.

## Term of Office

The term of office shall be for an indefinite period of time; he/she (secretary) is subject to dismissal if he/she violates the constitution and bylaws Adirondack Community Fellowship.

## OTHER EMPLOYEES

Employees may be hired from time to time in order to carry out the work of the ministry. The senior pastor/president must approve an employee. An employee is hired for an indefinite period of time and may be dismissed at any time by the senior pastor/president.

## ARTICLE VI OTHER CONSIDERATIONS

Anything that has not been discussed in this constitution and bylaws shall be discussed and decided upon at an official board meeting.

The official board shall establish and maintain a Policy, Procedure & Personnel Manual for Adirondack Community Fellowship.

## ARTICLE VII MINISTERS OF THE GOSPEL

### CLASSES OF MINISTERS

This church shall have four classes of ministers. Each class of minister will have distinct rights and privileges; they are listed below:

**Commissioned Minister:** This recognition is automatically given to all believers and members of this church. They are not authorized to perform any sacerdotal services, but primarily assist others in the Body of Christ. Individuals in this category may include, but are not limited to: teachers, worship leaders, instructors, hospital and jail visitation, ministerial assistance, and lay persons.

**Chaplain:** This recognition is for ministers of the gospel that are called by God and recognized by the senior pastor to minister primarily in prisons, hospitals and government agencies.

**Licensed Minister:** This recognition is given by the senior pastor of this church. This recognition is for those who are somewhat seasoned in the ministry, but need further experience. Many of these are individuals that have been working in their chosen vocation, but for some reason or another have never entered full-time ministry, or have only been in full-time ministry for less than three (3) years. Such persons are authorized to perform all sacerdotal services. However, this person is not in charge of a congregation. Limited authority is granted to run the affairs of the church.

**Ordained Minister:** This recognition is given by the senior pastor to those persons who have an "established" or "proven" ministry. Ordained ministers are authorized to perform all

functions of the Christian ministry and sacerdotal services, and must be capable of doing so. He must be capable, as determined by the senior pastor, to take charge of a congregation.

#### SENIOR PASTOR'S AUTHORITY

The senior pastor of this church shall have the authority to decide who, how or if a person will be licensed by this church to hold any of the four classes mentioned above (Matthew 16:13-19).

The senior pastor of this church shall by virtue of his/her office automatically be recognized as an ordained minister.

### **ARTICLE VIII LOANS**

The church shall have the authority to enter into transactions with banks, lenders and other providers of financial services to further its exempt purposes.

#### 1) LOANS AND MORTGAGES

The church must follow the guidelines set forth below in order to enter into such transactions.

- A. In addition to a board approved resolution, the transaction must be approved by the sr. pastor.
- B. The church board of directors and sr. pastor must perform their own inquiry to ensure that the loan they seek is the best one available to the church and that after meeting at arm's length, they have determined that the church can afford such transaction, including all monthly payments and any additional expenses which may be incurred.
- C. The closing documents must be signed by the sr. pastor and the secretary.

#### 2) LOANS TO OFFICERS

This church is not opposed to the pastor receiving a loan from the church. However, before any such transaction is engaged, the church must do the following:

- A) Consult with outside counsel and ensure that the loan is not in violation of any state laws.
- B) Consult with outside counsel and receive a written opinion describing the facts and circumstances of the transaction and whether it may lead to private inurement or excess benefit transaction.
- C) If a loan is approved, the interest rate must be in line with current rates in the area. If the rate is lower, then it must be included as pastoral compensation and reported in the pastor's year end W-2.

## **ARTICLE IX HOMOSEXUALITY**

This church is vehemently opposed to a homosexual lifestyle as being an alternative lifestyle. Additionally, this church holds that a homosexual lifestyle is contrary to God's will and purpose for humanity. The Bible instructs that it is a sin that leads to death. Moreover, this church is instructed to love those living such lifestyles, while abhorring their sin. 1 Cor. 6:9 says the following: "Do you not know that the wicked will not inherit the kingdom of God? Do not be deceived: Neither the sexually immoral nor idolaters nor adulterers nor male prostitutes nor homosexual offenders." Lev. 20:13 says, "The penalty for homosexual acts is death to both parties. They have committed a detestable act and are guilty of a capital offense."

### 1) HOMOSEXUAL MARRIAGE

This church will not perform any homosexual marriages. It will not condone or recognize such marriages, even if the state passes laws that provide for recognition of such unions.

### 2) MEMBERS AND HOMOSEXUALITY

Members of the church are forbidden to practice such sin. Any member found to be in such sin shall be treated according to article V, section 6 of the constitution.

## **ARTICLE X PRIVACY**

This church shall diligently watch to keep private all records concerning polity, doctrine, counseling and information on membership. This church must not disclose any records that may compromise information about a member's attendance, membership status, giving and counseling records. Additionally, no request shall ever be released to any government authority without due process and a valid subpoena delivered by the proper government agency.

Any church owned computer that has internet access must install and maintain filtering software to reduce the potential of harmful content being accessed.

## **ARTICLE XI CLERGY PENITENT PRIVILEGE**

All ministers who are recognized by this church according to article VII of the bylaws must follow the rules set forth below:

When a member asks to meet with a minister, the minister must ask the following questions before proceeding:

- A) Are you seeking to communicate with me in my capacity as a minister, in confidence, while acting in my spiritual capacity as a spiritual adviser?
- B) Do you intend the communication to be confidential?
- C) Are you seeking to confess any sins according to the discipline of this church?

Additionally, the minister must make the member aware that in order for clergy –penitent privilege to apply all other parties must leave the room before the session may begin.

## ARTICLE XII AMENDMENTS

Amendments to the bylaws may be made by a 75% vote of the official board, including the senior pastor’s/president’s approval.

These bylaws adopted on this day make null and void all prior addendums and these bylaws supersede and replace all previous bylaws voted on prior to this day.

Signed and certified this 16th day of December 2009, to be effective immediately.

Stephen E. Blanchard  
Senior Pastor/President  
Adirondack Community Fellowship

James E. Negri  
Vice President  
Adirondack Community Fellowship

Sherilyn F. Blanchard  
Secretary, Board of Directors  
Adirondack Community Fellowship

Jone Negri  
Board Member at Large  
Adirondack Community Fellowship