

By-Laws
North Oak Christian Church (Disciples of Christ)
September 2019

Preamble

As members of the Christian Church, We confess that Jesus is the Christ, the Son of the living God, and proclaim him Lord and Savior of the world. In Christ's name and by his grace we accept our mission of witness and service to all people. We rejoice in God, maker of heaven and earth, and in God's covenant of love which binds us to God and to one another. Through baptism into Christ we enter into newness of life and are made one with the whole people of God. In the communion of the Holy Spirit we are joined together in discipleship and in obedience to Christ. At the Table of the Lord we celebrate with thanksgiving the saving acts and presence of Christ. Within the universal church we receive the gift of ministry and the light of scripture. In the bonds of Christian faith we yield ourselves to God that we may serve the One whose kingdom has no end. Blessing, glory, and honor be to God forever. Amen

Article I

Name and Vision

Section A

Name

The name of this organization shall be North Oak Christian Church (Disciples of Christ), in covenant relationship with The Christian Church (Disciples of Christ) of Greater Kansas City and the Christian Church (Disciples of Christ) in North America.

Section B

Our Vision

Formed by God's Word and Graced at Christ's Table, we walk humbly, love deeply, live simply and serve joyfully.

Article II

Membership

The membership of this congregation shall consist of those who unite with it, by confession of faith and baptism, or by transfer of membership. Voting privileges shall be accorded to all members who have shown an active interest through attendance, service or giving within the six months prior to the time of voting.

Article III Officers

Section A

Officers and Terms

The following officers shall be elected by the congregation at its annual business meeting for a term as designated for each, or until such time as a successor is elected according to the provisions of Article VI, and assumes office.

- Moderator: for a term of one year, not to exceed two (2) consecutive terms.
- Vice-Moderator: for a term of one year, not to exceed two (2) consecutive terms.
- Secretary: for a term of one year, not to exceed two (2) consecutive terms.
- Treasurer: One year terms and continuing at the discretion of the Treasurer, the Board, and the Congregation.
- Financial Secretary: One year terms and continuing at the discretion of the Financial Secretary, the Board, and the Congregation.

Section B

Duties of Officers

The Moderator shall call and preside at all regular and called business meetings of the congregation and the Board. The Moderator is an ex-officio member, without the right to vote except in case of a tie, of all ministry teams.

The Vice-Moderator shall preside at all regular and called business meetings of the congregation in the absence of the Moderator. The Vice-Moderator is an ex-officio member of all ministry teams.

The Secretary shall keep minutes of all regular and called business meetings of the Board and the congregation.

The Treasurer shall keep a record of all funds and deposit them in the proper accounts, shall disburse funds according to the authority given by the Board and/or congregation.

The Financial Secretary shall keep confidential records of the amounts of all gifts and pledges of contributions to the church, shall work closely with the Treasurer, shall report the amounts of such gifts and the status of pledges (keeping the names of each giver confidential) to the Board as needed, shall create a written report for each person or family

making gifts to the church, providing such report to the respective person or family on a quarterly and annual basis.

Article IV

Elders

Section A

Constituency and Terms

Elders shall consist of at least seven (7) and no more than ten (10) members, shall be members of the church as prescribed in Article II, shall be elected by the congregation at the annual business meeting for two (2) year terms with option for a third year. Elders may not serve succeeding terms but may be elected to the office again after at least one year off. The Elders shall elect a chairperson each year from among the group of Elders.

Section B

Duties

Elders shall attend Elders meetings and worship regularly, shall seek opportunities for study and growth in the faith, and shall set a daily example of Christian living. Such examples may be manifested in several ways in the life of the church and may include, but not be limited to teaching, shepherding, presiding at the Lord's table, nurturing and supporting the minister and congregation, and promoting the growth and welfare of the church. A representative from the Elders will attend each Board meeting.

Article V

The Board

The Board shall consist of the elected officers of the church as specified under Article III, Section A and three (3) to five (5) additional Directors, all of whom shall be members as prescribed in Article II. Directors shall be elected for one (1) year terms not to exceed two consecutive terms. The representative for the Elders shall be considered an ex-officio member of the Board without vote.

It shall be the duty of the Board to:

- a. Consider and recommend general policies to the congregation.
- b. Transact business.
- c. Administer the program of the church through the designated ministry teams.

- d. Perform its duties according to the authority granted in these by-laws or as designed by the congregation.
- e. Vote on motions only if a quorum (simple majority) of active Board members is present.

All meetings shall be open to visitors who shall have the right to speak and to raise questions but shall not have the right to vote.

Article VI

Election

A nominating team of five (5) members, comprised of at least one (1) and not more than two (2) members from the Board and announced to the congregation at least four (4) weeks prior to the annual business meeting, to nominate candidates for officers, directors of the Board and Elders.

The nominating team shall report its nominations to the congregation at the annual business meeting for approval. Additional nominations may be made from the floor at this time with the consent of such nominee(s).

Vacancies in any office of the church except Moderator shall be filled for an unexpired term by nomination of the Moderator and approval by the Board. Vacancies in the office of Moderator shall be filled in the following order: Vice-Moderator, Secretary, Treasurer.

Article VII

The Minister

Section A

Duties

The Minister of the church shall perform the duties which usually pertain to the office, and shall be an ex-officio member without the right to vote, of all ministry teams.

Section B

Selection

The Minister shall be chosen by the church as provided hereinafter.

- A representative team of five (5) to seven (7) nominated by the Moderator, and elected by the Board, shall serve as the search team and shall be responsible for recommending a prospective minister to the Board. The search team shall seek potential candidates for the

position of minister in consultation with the executive Minister of the Christian Church (Disciples of Christ) of Greater Kansas City.

- The Board shall consider the recommendation of the search team and, if approved by at least two-thirds of Board Members present and voting, shall recommend the prospective minister to the congregation. The prospective minister shall meet with the congregation before a congregational vote is taken. It shall be the policy of the church to consider only one prospective minister at a time.
- The recommendation of the Board must be accepted by at least a two-thirds majority of congregation members present and voting in a regular or called meeting and approval of the congregation at the next regular or called congregational meeting.

Section C

Term of Service

The term of ministry shall be indefinite and may be terminated by either party upon at least sixty (60) days written notice. A written contract shall be made outlining the terms of the calling with each party signing and each party having a copy.

The mechanism by which a minister may be terminated shall be by two thirds vote of Board Members present and voting at regular or called meeting, and 51% approval of the congregation at the next regular or called congregational meeting.

Article VIII

Meetings

Section A

Occasion

An annual business meeting shall be held within sixty (60) days of the first month of the church year except that such meetings may be postponed no more than ninety (90) days under recommendation by the Board and approval of the congregation by a simple majority of members present at a called congregational meeting.

Special meetings of the congregation shall be called as required by the Moderator or upon written request of fifteen (15) or more members of the congregation.

Items of business that require a congregational vote are:

1. The calling of a new minister as prescribed in Article V, Section B.
2. The termination of the service of a minister.
3. Annual election of officers, Board directors, and elders.
4. Approval of any planned single major construction or expansion project with projected cost more than \$5,000.
5. Approval of the church budget.
6. Amendments to these by-laws as prescribed in Article X.
7. Buying or selling church property.

Members only vote on Items 1, 2, 4, 7 above.

Section B

Notice

Notice of all regular or special business meetings of the congregation shall be given at a regular Sunday service of the church at least one (1) week in advance of the meeting.

At least seven (7) days advance notice shall be given for special or regular Board meetings.

Section C

Notice

All business meetings of the congregation and the Board shall be governed by Robert's Rules of Order.

Article IX

Ministry Teams

The Board will encourage and support formation of ministry teams to create and support various ministries it may deem essential to congregational well-being and effective congregational ministry such as:

Adult Faith Formation, Children's and Youth Faith Formation, Community Life, Congregational Pastoral Care, Evangelistic Hospitality, Facility and Property Care, Missional Outreach, Personnel Support, Sunday Morning Servants, Technological Support, and Worship and Music.

The Board will seek to encourage and empower the formation of new ministry teams and ministry projects as members and friends of NOCC, inspired by the Holy Spirit, are led to give leadership to these efforts.

Special ministry teams shall be appointed as needed by the Moderator.

Article X

Amendments

Section A

The preceding articles (Articles I through IX) may be amended at any business meeting of the church by a two-thirds vote of the members present and voting on the amendment provided:

- a. That a written copy of the proposed amendment be provided to members of the Board at least two (2) weeks in advance of the next called Board meeting.
- b. That the board recommend either a “pass” or a “don’t pass” to the congregation.
- c. That a copy of the proposed amendment be provided to the members of the congregation at least four (4) weeks in advance of the next congregational meeting at which the proposed amendment is to be presented.

Section B

The following items in Article XI may be amended by a majority of the members of the Board present and voting in regular or special meetings.

Article XI

A. The church year shall begin January 1.

B. The Board:

- Shall meet every month at a time chosen by the Moderator.
- Shall hold special meetings by call of the Moderator or upon request of five (5) or more members of the Board.
- Shall observe the following order of business (except as altered by the Board or Moderator):
 1. Call to order and opening prayer
 2. Reading and approval of minutes of previous meeting
 3. Treasurers’ report
 4. Team reports
 5. Elders
 6. Old business
 7. New business
 8. Minister’s report
 9. Adjournment and closing prayer.