Executive Limitations

1. Purpose

The purpose of this policy is to establish and communicate certain limitations to the authority of the Senior Minister as set forth by the North Christian Church (NCC) Board of Elders.

2. Scope

The Senior Minister is empowered with the responsibility and authority necessary to conduct the day-to-day affairs of the church, including the establishment of a strategic plan to achieve the "ends" of the organization as defined by the NCC Board of Elders. To this end, this policy includes general constraints and limitations which define the functional and operational boundaries of the Senior Minister's responsibility and authority under the supervision of the NCC Board of Elders.

3. Responsibility

The primary responsibility for this policy rests with the NCC Board of Elders.

4. Definitions

GAAP (Generally Accepted Accounting Principles) – GAAP are the common set of accounting principles, standards, and procedures that organizations use to compile their financial statements.

5. Policy

1. Biblical Limitations

1.1. No programs, activities, or teachings that are contrary to or undermine Biblical doctrine may be implemented.

1.2. No individual may be appointed to or permitted to continue in a position of leadership whose behavior is contrary to Biblical values as determined by the Senior Minister and the NCC Board of Elders.

2. Congregational Limitations

2.1. The Senior Minister may not cause or allow conditions, procedures, or decisions that are unsafe, undignified, unnecessarily intrusive, and coercive or that fail to provide appropriate confidentiality or privacy related to any congregant.

2.1.1. Application forms shall only elicit information for which there is clear

necessity.

2.1.2. The collecting, reviewing, transmitting, or storing member information shall protect against improper access to the material elicited.

2.1.3. NCC facilities shall provide a reasonable level of privacy.

2.2. The Senior Minister shall strive to provide weekly worship services to accommodate the needs of the congregation.

2.3. The Senior Minister shall strive to establish programs to ensure the spiritual growth of church members.

3. Business Limitations

3.1. The Senior Minister may not cause or allow any practice, activity, decision, or organizational circumstance that is unlawful, imprudent, or in violation of general accepted personal and professional ethics, including the following:

3.1.1. No decisions, procedures, behaviors or conditions with members, attendees, donors, vendors, business partners or the local community that are undignified, intrusive, rude or that can be construed as a conflict of interest.

3.1.2. No unreasonable exposure of the organization to claims of liability.

3.1.3. The Senior Minister shall protect information, files and intellectual property from loss or damage.

3.1.4. There shall be no ownership transfer of any real property without the prior approval of the NCC Board of Elders.

4. Financial Limitations

4.1.The Senior Minister may not cause or allow the development of fiscal jeopardy or compromised fiduciary responsibility, including the following:

4.1.1.An internal or external audit may be conducted at any time at the discretion of the Board of Elders.

4.1.2.All accounting procedures shall be in accordance with generally accepted accounting principles. (GAAP)

4.1.3.No significant church assets left unprotected, inadequately maintained, or unnecessarily risked.

4.1.4.No borrowing of funds without prior approval of the NCC Board of Elders.

4.1.5.No loss of funds due to inadequate control procedures.

4.1.6.No unbudgeted expenditures without written approval from the NCC Board of Elders. Approval of an unbudgeted expenditure requires majority

vote of the NCC Board of Elders. (This policy does not apply to unfavorable budget variance, addressed via monthly reporting and Senior Minister Oversight.)

5. Communication/Reporting Limitations

5.1. The Senior Minister must keep the Board of Elders informed about any biblical, business, financial, employment or other issues actually or potentially under its authority and oversight. The Senior Minister will:

5.1.1. Report in a timely manner an actual or anticipated noncompliance with any NCC guideline or policy.

5.1.2. Advise the Board of Elders if, in the Senior Minister's opinion, the Board of Elders are not in compliance with its own guidelines and /or policies.

5.1.3. Submit Board of Elders reports or other monitoring data required by the Board of Elders in a timely, accurate, and understandable manner.

5.1.4. Notify the Board of Elders of anticipated adverse media coverage, threatened or pending lawsuits or allegations of significant staff failures to live up to employment standards.