

Amended and Restated

Bylaws

of Living Word Community Church

1.0 NAME

- 1.1 The name of this body of believers shall be Living Word Community Church (“Living Word”).
- 1.2 Living Word’s principal place of worship is located at 2530 Cape Horn Road, Red Lion, Pennsylvania.

2.0 PURPOSE

Living Word’s purpose flows from a double aim: to see people's loves formed and transformed, and their loyalties transferred to Christ and his kingdom. This happens as we encounter Jesus together—saying yes to him, being with him, and loving like him.

Practically, this looks like:

2.1 Worship that reorders our loves.

To create a welcoming space for meaningful, Spirit-filled worship where our affections are drawn away from lesser things and fixed on Jesus—the beginning of saying yes to him.

2.2 Instruction that aims to transfer our loyalties.

To provide Gospel-rich, biblically grounded teaching that leads people into a relationship with Jesus Christ and toward spiritual maturity, “until we all reach unity in the faith and in the knowledge of the Son of God and become mature, attaining to the whole measure of the fullness of Christ.”¹

This is how we practice the way of Jesus and expect him to make us new.

2.3 Service that puts love into practice.

To help every person see, name, and know each other and their gifts—using them in service to one another and to Christ, so that “from him the whole body, joined and held together by every supporting ligament, grows and builds itself up in love, as each part does its work.”²

This is what it means to love like Jesus.

2.4 Community where we are known and made new.

To cultivate genuine biblical community—admitting we are all broken, being with one another in committed and honest relationships, and celebrating stories of God's grace as evidence that Jesus is transforming us.

We grow in love, so our lives testify we are his disciples, and we guard the unity of the Spirit among ourselves and within the wider body of Christ.

2.5 Mission that carries our loyalty outward so that the Good News is made known.

To sustain a strong commitment to God's mission, locally and globally, through personal engagement, fervent prayer, and sharing generously for missional impact—loyalty to Christ's kingdom expressed beyond our walls.

2.6 A community marked by transformed loves.

To be a people where worship, transformation, meaningful relationships, personal growth, and service all give constant, visible evidence that loves are being formed and loyalties transferred, one life at a time.

3.0 STATEMENT OF BELIEF

3.1 We affirm the historic creeds of the Church.

Creeds are formal statements of belief. The word creed comes from the Latin word *credo*, meaning “I believe and trust.” Two creeds in particular were developed in the early centuries of the Church, which have remained important to the Church and are regularly used in our worship today.

People who were preparing for baptism in the early centuries of the Christian Church learned a short summary of what Christians believe. One version became accepted as the Apostles’ Creed, because it was thought to include the essential teaching of the 12 apostles, Jesus’ earliest followers. It was into that faith of the apostles that Christians were, and are, baptized.

The Nicene Creed is a more detailed summary of what the whole Church believes about the great doctrines of the Christian faith. It begins with the statement: “We believe ...” The Nicene Creed uses the same threefold structure as the Apostles’ Creed but goes into more depth and detail. It was first adopted at the Council of Nicaea in AD 325 by a gathering of early Christian leaders.

3.2 We believe historic Christian theology.

3.2.1 We believe in the triune God.

At the heart of the biblical story is a God of love who reveals himself to be one God in three persons: Father, Son, and Holy Spirit. This is what we believe when we say the word Trinity. Each person of the Trinity is fully God, yet distinct, without hierarchy. We believe this makes Christianity uniquely beautiful because not only is God in community with us, but also with himself.³

The Father: The first person of the Trinity orders and directs all things according to his purpose and pleasure. He has created humanity to bring him glory and honor, through his grace. While he is transcendent, he is also actively involved in his creation—offering an eternal relationship with us through his Son, Jesus Christ. One of the ways we actively express our belief in God as Father is through the corporate and individual saying of the prayer Jesus taught his disciples to pray called the Lord’s Prayer or the “Our Father.”⁴

The Son: Jesus Christ is both the eternal Son of God and virgin-born Son of man. Jesus is both fully God and fully man. He surrendered nothing of his deity during his earthly life. As scripture puts it, the Son is the radiance of God’s glory and the exact representation of his being, sustaining all things by his powerful word.⁵ The sinless, sacrificial death of Jesus on the cross was an act of obedience, satisfying the Father’s

justice, offering mercy and atonement for all of humanity's sins for all time. We believe in Jesus' bodily resurrection, his physical ascension, and his imminent visible return to establish the renewed heavens and earth. We believe one day every knee will bow and every tongue will confess that Jesus Christ is Lord.⁶

The Holy Spirit: The Holy Spirit is described in scripture as the Advocate, the Counselor, the Comforter. The Holy Spirit brings about the will of God in this world through humanity by leading, guiding, filling, healing, empowering, teaching, quickening, comforting, and convicting. The Spirit is not a force, but a person, displaying the qualities of personhood (intellect, emotions, and will). The Spirit indwells and equips believers upon conversion by giving them gifts to be used for the building up of the Church and by bearing fruit through their yielded lives.⁷

3.2.2 We believe the gospel of the kingdom.

The gospel is the good news that God loves the world and offers salvation from sin as a gift through His Son, Jesus Christ, who is our Lord and King.⁸ The gospel has paramount importance for faith, doctrine, and discipleship; a theology that begins with the gospel will be defined and formed by the gospel.

The gospel is the integrating point of all Christian theology and prioritizing the gospel guards against theological heresies and other miscellaneous errors. The Christian canon of scripture is bookended by gospel vignettes.⁹

The gospel is the lens through which we read scripture and engage in faithful Christian practice as disciples of Jesus. The gospel proclaimed in the New Testament is foreshadowed in the Old Testament and is the message of the kingdom of God that tells the story of Jesus' life, death, resurrection, and exaltation. It announces that Jesus is Lord and King, calls for repentance and faith, and offers salvation as its chief benefit. Our faith and practice are gospel-formed.

3.2.3 We believe the Bible.

God's word is a precious gift to us because it points us to the Word, Jesus. The Son of God is the Word made flesh. The scriptures reveal Jesus, they bear witness to Jesus. In John 5:39, Jesus said: "You search the scriptures because you think they give you eternal life. But the scriptures point to me."

The Bible is the inspired, written word of God that tells the story of who God is, who we are, the relationship he desires with us, and his grand redemptive plan. The Bible is called the living word of God because it is full of life and has the power to transform. Hebrews 4:12 describes the Bible as "living and active." It is comprised of 66 books, written in several different genres, by dozens of people over thousands of years, yet inspired by one divine author. It is completely reliable and will not fail us. Because of this, we believe it has eternal significance and teaches us everything we need to know about how to love God and how to best love our neighbors.

One of the most powerful examples of how all of scripture ultimately points to Jesus—the Word made flesh—can be found in Luke 24:1-35. In this passage, the risen Jesus walks with two disciples and opens the scriptures to show how they all speak of him. The very name of our church, Living Word, reflects this truth. It honors both the written word of scripture and the Living Word at its center—Jesus Christ himself.¹⁰

3.2.4 We believe humanity is created in the image of God.

Humanity was lovingly created by God in Shalom (goodness, peace, and wholeness). Humanity was also created in the image of God, which means that not only do we share common traits with God, but that each person has intrinsic value and worth—so much so that God gave his Son as a sacrifice to save us.

The fact that ALL human beings are created in God's image is the foundational reason for why we so passionately reject all forms of racism, oppression, violence, and injustice.

Every human being who has ever lived or will live bears the image of our holy and perfect God. In union with the first human, Adam, human beings are sinners by nature and by choice, alienated from God. Only through the gospel of Jesus Christ can we be rescued, reconciled, redeemed, and renewed.¹¹

3.2.5 We believe in the reality of sin.

The gospel is only good news because it first tells us some bad news. It presupposes the story of a world gone wrong, humanity corrupted, and spiritual powers in open revolt against God.

Humanity was created in right relationship with God but, because of sinful disobedience, is now separated from God, under his judgment, and in need of salvation. God created humanity in his perfect wholeness or Shalom, and sin has rightly been called the culpable breaking, or disturbance, of Shalom. Because of our sinfulness, humanity has “missed the mark,” and no one can do enough morally good things to have good standing with God.

On the cross, Jesus, the Son of God, was victorious over the dominion of sin and death and fulfilled the righteous judgment on humanity by himself taking our place, undergoing the judgment that we deserve. In love, Jesus accomplished all this for humanity in order to bring about reconciliation and redemption as good news available to all by God's grace.¹²

3.2.6 We believe salvation is only in and through Jesus.

Salvation is the word we use to describe the transforming power of the gospel applied to our lives—the restoration of relationship with the King and our welcome into his kingdom. This good news stretches all the way back to God's promise in Genesis 3:15, after humanity fell into sin. God chose a family—Abraham and Sarah—which became a people—Israel—through whom he would bring his saving plan to completion in Jesus, the Messiah.

Scripture shows us that salvation is a past, present, and future reality.

Past: Salvation was accomplished through the finished work of Jesus on the cross. As Paul writes in Ephesians 2:8-9: “By grace you have been saved through faith ... it is the gift of God.” The cross restores what was lost in the garden—our relationship with God—and it opens the way back to life under his rule and care.

Present: Salvation is also something happening now. Paul tells the Corinthians, “To us who are being saved, [the cross] is the power of God.”¹³ This ongoing work is carried out by the risen Christ through the Holy Spirit, who empowers us to live as citizens of the kingdom, as sons and daughters of the King.

Future: Jesus also spoke of a salvation still to come: “The one who endures to the end will be saved.”¹⁴ While salvation is assured for all who place their faith in Christ, we are also invited to live faithfully, allowing the Spirit to shape us into who we already are by grace—God’s beloved children.

Salvation is not just escape from judgment—it is a return to life with God, life in his presence, under his rule, and filled with his love. To preach this message, including the warning of judgment, is an act of mercy. Jesus came not only to save us from sin, but to bring us home—to restore what was broken, and to invite us into eternal life with him.¹⁵ We rejoice in this: Jesus is King, and through him, and him alone, we are saved.

3.2.7 We believe in the Church.

The Church is a community of hope and transformation. In the pages of the New Testament, we see that after the resurrection of Jesus, the first followers of Jesus were forged by the Spirit of God into called-out assemblies of ordinary, broken people who were then transformed into saints, set apart, equipped, and empowered to carry the hope of Jesus to a lost and hurting world.

We encounter Jesus together as we commit to practicing his way, sharing our lives together, and praying for one another and for the lost. As a church we are always a people on mission. Ultimately, the mission of the Church is an extension of the *missio Dei*, the mission of the triune God. This mission is certainly holistic, but the core is evangelism and making disciples.

The Church is the representation of Christ to the world and has a cherished unity through the Spirit. The Church of Jesus seeks justice, shows mercy, works to make peace, serves in humility, and radiates the love of God to all people. Additionally, the Church must strive to be a culture of honor and mutual accountability.

Jesus mandated two ordinances for the Church—baptism and communion—which visibly and tangibly express the gospel. When celebrated by the Church, these ordinances confirm and nourish all believers as a means of grace.¹⁶

4.0 ORGANIZATION

Living Word is organized and shall be operated exclusively for charitable, religious, and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986 (and all existing and future amendments to that section) and may make grants or distributions in furtherance of such purposes as permitted by applicable law.

5.0 GOVERNANCE

- 5.1 Jesus Christ is the Head of Living Word, and the Bible is its absolute and final authority.
- 5.2 Under the authority of Christ and Scripture, the Board of Directors (Board) serves as the governing body and bears ultimate responsibility for the ecclesial, fiduciary, and organizational oversight of Living Word.
- 5.3 Living Word is an independent church and is not affiliated with any denomination.

- 5.4 Merging or consolidating Living Word with or into another church shall require the affirmative vote of at least three-fourths (¾) of the Directors in office and shall be subject to a 75% affirmative vote by the Members.
- 5.5 Dividing Living Word or creating separate or subsidiary entities shall require the affirmative vote of at least three-fourths (¾) of the Directors in office and shall be subject to a 75% affirmative vote by the Members.

6.0 MEMBERSHIP

6.1 Members

Membership at Living Word is an expression of covenant commitment rather than mere affiliation. Members are not spectators but active participants in the life and ministry of Living Word. Through membership, individuals commit themselves to worship, discipleship, service, stewardship, mutual care, and the advancement of Living Word's mission.

Members share both the privileges and responsibilities of belonging to the church body and participating in its ministry and governance.

Living Word is committed to honoring God's call in Members' lives and encouraging their discipleship and fruitfulness.¹⁷

6.2 Membership Qualifications

Admission to membership is subject to the completion of the membership process and approval by the Board as provided in these Bylaws. The satisfaction of these qualifications does not automatically confer membership.

To be accepted as a Member of Living Word, an individual must:

- 6.2.1 have made a personal confession of faith in Jesus Christ as Lord and Savior;¹⁸
- 6.2.2 have experienced a Christian baptism;
- 6.2.3 demonstrate active participation in a life of discipleship at Living Word, in ways appropriate to his or her life circumstances,¹⁹ including:
- (a) regularly attending worship services,
 - (b) participating in groups,
 - (c) attending discipleship classes,
 - (d) financially supporting the church, and
 - (e) volunteering with church ministries;
- 6.2.4 agree with and support Living Word's Statement of Belief (Section 3.0);
- 6.2.5 be at least eighteen (18) years of age;
- 6.2.6 have attended Living Word for at least one (1) year immediately preceding application for membership;
- 6.2.7 acknowledge receipt of, understand, and agree to abide by Living Word's Bylaws;

- 6.2.8 successfully complete the membership application process (that has been approved by the Board) and participate in a membership review conducted by Staff; and
- 6.2.9 receive approval for membership by a majority vote of the Board following a favorable recommendation from Staff.

6.3 Membership Determination Appeal

- 6.3.1 If Staff determines that an applicant does not presently meet the qualifications for membership, Staff shall communicate the reasons for that determination to the applicant and, where appropriate, provide guidance regarding the steps necessary to become eligible for membership.
- 6.3.2 An applicant may request that the Board review Staff's determination. Following such review, the Board shall make a final decision regarding the application.

6.4 Terms

A Member who continues to meet the requirements for membership outlined in Section 6.2 shall remain a Member in good standing of Living Word.

6.5 Voting

- 6.5.1 Members are entitled to vote on the following matters:
 - (a) amendments to these Bylaws;
 - (b) merger or consolidation with another organization;
 - (c) sale of substantially all assets;
 - (d) dissolution of Living Word;
 - (e) affirmation of Directors; and
 - (f) affirmation of a Lead Pastor.
- 6.5.2 Each Member shall be entitled to one vote regarding any proposed action.
- 6.5.3 Voting may occur in person, electronically, or by other secure means authorized by the Board and permitted by applicable law. The Board shall establish procedures to ensure the integrity, confidentiality, and accurate tabulation of all votes.
- 6.5.4 For any action requiring a vote, a quorum will be deemed constituted when votes from at least 25% of Members have been received.
- 6.5.5 Unless otherwise specified in these Bylaws, any action submitted to the Members for a vote shall be approved by the affirmative vote of a majority of votes cast.

6.6 Member Meetings

- 6.6.1 At least one regular meeting will be held each calendar year. The Board and Staff will determine the dates and times for regular meetings as appropriate and notify Members as prescribed in these Bylaws.
- 6.6.2 Special meetings may be called by a majority of the Board, or by 25% of the Members eligible to vote, making such requests in writing to the Board Chair.

- 6.6.3 Notice of all meetings will be provided to Members by first class mail, electronic mail, electronic communication platform, or other method approved by the Board, sent to the last address on file and postmarked or timestamped no less than two weeks prior to the meeting. The notice will include the purpose of the meeting.
- 6.6.4 At the discretion of the Board, the Board Chair or the Lead Pastor will preside over all Member meetings.
- 6.6.5 Members may participate in meetings in person or through electronic means approved by the Board. The Board may establish reasonable procedures governing electronic participation, including the submission of comments or questions through electronic communication tools and the manner in which such comments or questions are presented during the meeting.

6.7 Resignation

A Member may resign at any time by giving written notice to the Board Chair or the Lead Pastor.

6.8 Discipline

- 6.8.1 The Lead Pastor shall approach all matters of correction, discipline, restoration, and conflict resolution matters in a spirit of gentleness, humility, and biblical integrity, and without bias or partiality, seeking the spiritual health of the individual, the protection of the church, and the glory of God.²⁰
- 6.8.2 The purpose of discipline shall be correction, repentance, restoration, reconciliation where possible, and the preservation of the integrity and witness of the church.
- 6.8.3 Discipline may be initiated in response to, but is not limited to:
- (a) interpersonal conflict or unresolved offenses between individuals;
 - (b) conduct inconsistent with biblical standards or Christian living;
 - (c) violations of Living Word's Bylaws, policies, procedures, or ministry expectations;
 - (d) misuse of Living Word's resources or authority;
 - (e) moral, ethical, or legal misconduct; and
 - (f) doctrinal error, divisiveness, or conduct that harms the unity, testimony, or ministry of Living Word.
- 6.8.4 When a discipline matter involves a personal offense between individuals, the principles of Matthew 18:15-20 shall normally be followed:
- (a) The matter shall first be addressed privately between the offender and the offended, if there is an offended party.
 - (b) If repentance or reconciliation is not achieved through Section 6.8.4(a), the offended should return with two or three witnesses.
 - (c) If repentance or reconciliation is not achieved through Section 6.8.4(b), the matter shall be referred to the Lead Pastor or designee.
 - (d) If repentance or reconciliation is not achieved through Section 6.8.4(c), the matter shall be referred to the Board. The Board will make a final decision regarding discipline.
- 6.8.5 The Board or the Lead Pastor may modify or bypass any step in Section 6.8.4 when circumstances warrant. Such circumstances may include, but are not limited to, allegations of abuse, domestic violence, sexual misconduct, harassment, criminal conduct, threats, intimidation, coercion, abuse of authority, concerns for personal safety, or situations involving a significant power imbalance. In such cases, an alternative

process may be implemented that provides appropriate reporting, investigation, accountability, and protection of affected individuals.

- 6.8.6 When a discipline matter does not involve a personal offense, or when the nature of the matter is sufficiently serious, the Board or the Lead Pastor may initiate or elevate the review process at any stage deemed necessary to protect Living Word, its Members, its ministries, or its legal and fiduciary responsibilities.

6.9 Removal

- 6.9.1 Staff may recommend to the Board that membership status be revoked if it has been determined that a Member no longer abides by the requirements outlined in Section 6.2.
- 6.9.2 Staff shall make reasonable efforts to communicate concerns to the Member and provide an opportunity for restoration prior to recommending removal, except where circumstances warrant immediate action.
- 6.9.3 Members are to be subject to the authority and direction of the Board.²¹

6.10 Reinstatement

Former Members may request reinstatement by written application to the Board.

7.0 BOARD OF DIRECTORS

7.1 Duties and Functions

- 7.1.1 The Board is the ruling ecclesial and fiduciary body for all matters pertaining to Living Word.
- 7.1.2 The Board will establish the overall mission and vision of Living Word that fulfills its Purpose and adheres to the Statement of Belief.

7.2 Director Qualifications

Directors must be Members of Living Word for at least two (2) years, and possess the following qualifications and characteristics:

7.2.1 Spiritual Character

- (a) Directors are expected to exhibit the qualifications of a church leader.²²
- (b) Directors are expected to exhibit the Fruit of the Spirit.²³

7.2.2 Personal Character

- (a) Directors must prioritize, prepare for, and participate in meetings.
- (b) Directors must listen to and collaborate with others, being open to differing views.
- (c) Directors must maintain strict levels of confidentiality.

7.2.3 Conflict of Interest

- (a) Directors cannot be employed by Living Word, nor may they receive compensation from Living Word as an independent contractor.
- (b) Directors cannot be related to the Lead Pastor or another Director.

- (c) For the purposes of this Section, relationships are defined as spouse, sibling (whole- or half-blood), children (biological or adopted); and spouses of siblings and children.

7.3 Selection

- 7.3.1 The Board's Governance Committee will prepare a roster of candidates which shall include candidates proposed by Members through a Board-established process.
- 7.3.2 The Lead Pastor may recommend candidates for consideration.
- 7.3.3 Final Director candidates will be selected by the Board during an executive session.

7.4 General Powers

The Board will comprise the legal ruling body and ecclesial leadership of Living Word. The Board has the power and authority, in submission to God, and in good faith with the church community, to act on behalf of Living Word's welfare in all matters.

7.5 Specific Powers

The Board has the power and authority to, among other things:

- 7.5.1 Create policies that establish the overall mission and vision of Living Word in fulfilling its Purpose and which guide the Lead Pastor in all executive functions.
- 7.5.2 Create policies that guide the decisions and behaviors of the Board, the Lead Pastor, and Staff.
- 7.5.3 Establish an environment that promotes decisions and behaviors of Members and attendees to live in accordance with biblical principles.
- 7.5.4 Oversee Living Word's property and fiscal affairs.
- 7.5.5 Subject to the provisions of these Bylaws, authorize the purchase, sale, mortgage, lease, transfer, or other disposition of real property held in the corporate name of Living Word Community Church.
- 7.5.6 Delegate to the Lead Pastor the authority to perform specific responsibilities, including but not limited to matters pertaining to Living Word's physical properties and finances.
- 7.5.7 Appoint an independent accountant or accounting firm to perform an annual review or an audit of Living Word's financial records.
- 7.5.8 Nominate new Directors to serve on the Board.
- 7.5.9 Nominate a Lead Pastor to serve and lead Living Word.
- 7.5.10 Create standing committees, temporary committees, or special committees and appoint committee members and committee chairs as necessary.
- 7.5.11 Ordain, commission, and license individuals for specific ministry service.

7.6 Composition

- 7.6.1 The Board shall consist of no fewer than nine (9) Directors, with the exact number determined by the Board.
- 7.6.2 The Lead Pastor shall serve as a voting ex officio member of the Board. The Lead Pastor shall not be counted toward the minimum number of Directors specified in Section 7.6.1.

7.7 Terms

- 7.7.1 The term of office will be January 1 to December 31.
- 7.7.2 Each Director will serve a term of four (4) years.
- 7.7.3 Directors may serve two (2) consecutive terms. Following the completion of two (2) consecutive terms, an individual will not be eligible to serve again until one (1) year has elapsed from the end of the last term.

7.8 Transition Provisions

- 7.8.1 No Director's current elected term shall be extended by these amended and restated Bylaws.
- 7.8.2 To establish and maintain staggered turnover among Directors, the Board may assign initial terms of less than four (4) years to Directors elected or reelected during the transition period.
- 7.8.3 Any such initial term shall constitute a full term of office and shall not be considered a partial, vacant, or unexpired term for the purposes of term limits.
- 7.8.4 The Board shall assign Directors and any newly created Directorships to terms by resolution of the Board in a manner that maintains staggered Director terms and, to the extent practicable, an equal distribution of expiring terms.

7.9 Voting

Each Director will be entitled to one vote with regard to any proposed action.

7.10 Resignation

A Director may resign at any time by giving written notice to the Board Chair. The resignation of a Director will be effective on the date specified in the notice.

7.11 Removal

- 7.11.1 A Director may be removed from office only for cause by a vote of at least three-fourths ($\frac{3}{4}$) of the Directors in office at any time at a duly convened meeting of the Board.
- 7.11.2 For cause shall be defined as a Director failing to meet the qualifications as outlined in Section 7.2.
- 7.11.3 No Director shall be removed without having the opportunity to be heard at such meeting, but no formal hearing procedure needs to be followed.

7.12 Vacancies

If a Director dies, resigns, or is removed, the Board may appoint a candidate to serve the remainder of the unexpired term.

7.13 Compensation

A Director will not be entitled to any compensation for his or her service in that capacity.

7.14 Reimbursement

The Board Chair or the Lead Pastor may authorize the reimbursement of ordinary and necessary expenses incurred by a Director in connection with Living Word's business.

8.0 BOARD MEETINGS

8.1 Annual Organizational Meeting

The Board will hold an annual organizational meeting at the beginning of each calendar year to elect the Officers and conduct other business as necessary.

8.2 Regular Meetings

The Board shall hold no fewer than four (4) regular meetings annually at times determined by the Board.

8.3 Special Meetings

Special meetings may be called by the Board Chair or by any three (3) Directors.

8.4 Notice

Notice of regular meetings shall be provided at least seven (7) days in advance. Notice of special meetings shall be provided at least forty-eight (48) hours in advance, unless circumstances reasonably require shorter notice.

8.5 Participation

Directors may attend meetings in person, by telephone, video conference, or other communications technology through which all participants can simultaneously hear one another; participation by such means shall constitute presence in person at the meeting.

8.6 Quorum

The majority of the Directors in office shall constitute a quorum for the transaction of business.

8.7 Board Action

Any action taken by the Board shall require the affirmative vote of a majority of Directors present at a meeting where a quorum exists unless a higher threshold is prescribed in these Bylaws.

8.8 Written Consent

Any action that may be taken at a meeting of the Board may be taken without a meeting if all Directors who are entitled to vote consent in writing or by electronic transmission. Such consent shall have the same force and effect as a vote at a duly convened meeting.

9.0 OFFICERS

9.1 Designated Roles

9.1.1 The Officers of Living Word shall be a Chair, a Vice Chair, a Secretary, and a Treasurer.

9.1.2 The Chair, Vice Chair, and Secretary must be Directors. The Treasurer must either be a Director or a Staff member approved by the Board.

9.1.3 Officers shall be elected by the Board at the annual organizational meeting.

9.1.4 The Board may establish other Officer positions as necessary.

9.2 Chair Roles and Responsibilities

9.2.1 Presides at all Board meetings.

9.2.2 Serves as an ex officio voting member of all Board committees.

9.2.3 Executes all instruments authorized by the Board unless delegated to another Officer or agent.

9.2.4 Works with the Lead Pastor to prepare agendas for Board meetings and assists with the implementation of Board actions.

9.2.5 Serves as the Corporate President.

9.2.6 Performs other duties assigned by the Board.

9.3 Vice Chair Roles and Responsibilities

9.3.1 Performs the duties of the Chair when the Chair is absent or unable to serve.

9.3.2 Performs other duties assigned by the Board.

9.4 Secretary Roles and Responsibilities

9.4.1 Keeps the minutes and records of all Board and Member meetings.

9.4.2 Maintains corporate records required by law.

9.4.3 Provides notices required in this governing document.

9.4.4 Serves as the Corporate Secretary.

9.4.5 Performs other duties assigned by the Board.

9.5 Treasurer Roles and Responsibilities

9.5.1 Maintains care and custody of Living Word's financial books and records.

9.5.2 Ensures compliance with Board-approved financial policies.

9.5.3 Provides financial reporting to the Board and the Lead Pastor.

9.5.4 Ensures completion of the annual financial review or audit.

9.5.5 Performs other duties assigned by the Board.

9.6 Terms

Officers shall serve one-year terms beginning January 1 and ending on December 31, or until their resignation, death, removal, or appointment of a successor.

9.7 Vacancies

If a vacancy occurs in any Officer position, whether by resignation, removal, death, incapacity, or otherwise, the Board may appoint a successor to serve the remainder of the unexpired term.

10.0 LEAD PASTOR

10.1 Duties and Functions

- 10.1.1 The Lead Pastor will oversee the day-to-day operational and ministry affairs of Living Word, including its spiritual direction and doctrinal teaching, within the limitations and authority established by the Board and the parameters of the Statement of Belief.
- 10.1.2 The Lead Pastor is responsible for the faithful implementation of the vision, mission, and strategy determined by the Board.
- 10.1.3 The Lead Pastor shall report regularly to the Board and, upon request, shall bring to the Board's attention any matters affecting the interests of Living Word or requiring the Board's consideration.

10.2 Compensation

The Board will prescribe the compensation of the Lead Pastor.

10.3 Nomination

The nomination of a Lead Pastor shall require the affirmative vote of at least three-fourths ($\frac{3}{4}$) of the Directors in office and shall be subject to a 75% affirmative vote by the Members.

10.4 Removal

- 10.4.1 The Lead Pastor may be removed from office at any time by the affirmative vote of at least three-fourths ($\frac{3}{4}$) of the Directors in office at a duly convened meeting of the Board.
- 10.4.2 Prior to any vote on removal, the Lead Pastor shall be afforded an opportunity to be heard by the Board, but no formal hearing procedure shall be required.
- 10.4.3 The Lead Pastor shall not participate in discussions or vote on matters relating to his or her removal.

11.0 FINANCES AND PROPERTY

- 11.1 Funds for fulfilling Living Word's mission and vision shall come from voluntary tithes and offerings, or other sources consistent with Living Word's principles and moral standards.
- 11.2 All funds shall be administered by the Treasurer under the direction of the Board.
- 11.3 All property, whether real or personal, shall be contracted for, purchased, received, or held in the corporate name of Living Word Community Church.
- 11.4 Leasing, selling, mortgaging, or otherwise conveying property shall require the affirmative vote of at least three-fourths ($\frac{3}{4}$) of the Directors in office.
- 11.5 The Board Chair (serving as President) and the Secretary shall certify in such conveyance, deed, lease, mortgage, or pledge that the same has been duly authorized by the vote of the Board.

11.6 Notwithstanding Section 11.4, the sale of substantially all real property shall require the affirmative vote of at least three-fourths (¾) of the Directors in office and shall be subject to a 75% affirmative vote by the Members.

12.0 DISSOLUTION

12.1 Dissolving Living Word shall require the affirmative vote of at least three-fourths (¾) of the Directors in office and shall be subject to a 75% affirmative vote by the Members.

12.2 If Living Word is dissolved, any remaining assets after paying any existing liabilities will be distributed exclusively for religious, charitable, or educational purposes consistent with Living Word's mission and doctrine.

13.0 AMENDMENTS

13.1 Amendments to these Bylaws will be presented to the Members by the Board. The proposed amendments must be communicated to Members no less than two weeks prior to a scheduled vote.

13.2 Amendments shall require the affirmative vote of at least three-fourths (¾) of the Directors in office and shall be subject to a 75% affirmative vote by the Members.

¹ Ephesians 4:13

² Ephesians 4:16

³ Genesis 1:26; Deuteronomy 6:4; Isaiah 44:6; Matthew 28:19; Mark 1:9-11; Luke 1:35; John 5:20-23, 10:30, 14:10-13; 2 Corinthians 13:14; James 2:19

⁴ Matthew 6:9; John 5:19-24; Ephesians 1:3-6, 2:1-10

⁵ Hebrews 1:3a

⁶ John 1:14-18; Colossians 1:15-20

⁷ John 16:7-11; Ephesians 1:13-14, 2:10; Galatians 5:22-25

⁸ Psalm 103:1-13; Isaiah 52-53; John 3:16-17

⁹ Genesis 3:15; Revelation 14:6

¹⁰ Deuteronomy 4:1-2; Psalm 19:7-12, 119; Isaiah 40:8, 55:10-11; John 5:39, 17:17; Romans 7:12, 15:4; 2 Timothy 3:16, 4:1-2; Hebrews 1:1-2, 4:12; 1 Peter 1:21-25; 2 Peter 3:15-16; Luke 24:1-35

¹¹ Genesis 1:26-30, 2:7, 2:18-24; Psalm 8:3-6, 139:14; Matthew 6:26

¹² Jeremiah 17:5-6; Romans 1:18, 3:23, 5:12; Ephesians 2:1-3

¹³ 1 Corinthians 1:18

¹⁴ Matthew 24:13

¹⁵ Matthew 1:21; John 3:16; Ephesians 2:1-10; Revelation 20:15

¹⁶ Matthew 16:18-19, 18:15-20, 18:21-22; Acts 2:42-47, 14:23; 1 Corinthians 7:17, 9:11-14; Ephesians 2:20-22, 5:22-32; Colossians 3:16; Revelation 21:1-4

¹⁷ John 15:16

¹⁸ Hebrews 10:23

¹⁹ Hebrews 10:24-25, 13:1

²⁰ Galatians 6:1-2; 1 Timothy 5:21

²¹ Hebrews 13:17

²² 1 Timothy 3:1-13

²³ Galatians 5:22-23