

Overland Park Community Church Constitution

An imperfect system filled with men and women of integrity will function far better than a perfect system filled with men and women who lack integrity. *The people we choose are as important as the system we use.* This document outlines the guidelines Overland Park Community Church (“OPCC”) employs in selecting key leadership and managing ongoing systems and procedures. In addition, this constitution provides accountability for ministry leaders and key information for the church body. While impossible to anticipate all future contingencies, the intent of this document is to provide flexibility to meet changing needs.

Preamble

We, the members of the Overland Park Community Church, do hereby constitute and organize ourselves in accordance with the New Testament principles as a local church under the Lordship of Jesus Christ, ordaining and establishing the following articles to which we voluntarily submit ourselves.

Article I: Our Name

The name of our church is Overland Park Community Church with the primary location established at 14800 Metcalf Ave, Overland Park, KS 66223-2206

Article II: Our Purpose

Being empowered by the Holy Spirit, we commit ourselves to continue the ministry of Christ as we:

1. Joyfully worship the true God, our Creator, Sustainer, and Redeemer.
2. Encourage spiritual development in the family of Christ.
3. Reach out to all people within our local community and the world sharing Christ's love and message of salvation.

Article III: Our Affiliation

Overland Park Community Church, Inc is affiliated with the National Association of Free Will Baptists, Inc. 5233 Mount View Rd Antioch, TN 37013.

Article IV: Our Doctrine

We believe the entire Bible is the inspired Word of God and that men were moved by the Spirit to write the words of Scripture. Therefore, the Bible is without error.

We believe in one God who exists in three distinct persons (Father, Son, and Holy Spirit).

We believe that Jesus Christ is the second member of the Trinity (the Son of God) who became flesh to reveal God to man and to become the Savior of the lost world.

We believe that man was created in the image of God to have fellowship with Him, but became alienated from that relationship through sinful disobedience. As a result, man is totally incapable of coming back into a right relationship with God by his own effort.

We believe that the shed blood of Jesus Christ on the cross provides the sole basis for the forgiveness of sins. Therefore, salvation only occurs when a person places his faith in the death and resurrection of Christ as the sufficient payment for his sin.

We believe that every Christian should live for Christ and not for himself. By obedience to the Word and daily yielding to the Spirit, every believer will mature and become conformed to the image of Christ.

We believe that the church is the body of Christ of which Jesus Christ is the Head. The members are those who have trusted by faith the finished work of Christ. The purpose of the church is to glorify God by loving Him and by making Him known to a lost world.

Article V: Our Organization and Officers

Section 1 - The government of the church, under the headship of Jesus Christ and the leadership of the Holy Spirit, shall be vested in its members and administered by an Advisory Board which is responsible to the membership. The Advisory Board shall be composed of a minimum of six (6) people selected from the church membership with the Lead Pastor always standing as chairman of the board. The remaining members-at-large will be elected from the church membership pursuant to qualifications specified in the church by-laws, Section III; Church Officers, Advisory Board. The members-at-large will serve staggered terms of one, two and three years in the initial election (11/08) with a full term spanning three years thereafter. No one person may serve more than two (2) full consecutive terms. The board members function primarily as *discerners* and *guardians* of the organization. They are not expected to oversee specific projects or ministry areas in their capacity as board members. They function as overseers for the entire organization. The board members evaluate the effectiveness and direction of the organization according to three criteria:

1. The organization's mission: To lead people into a growing relationship with Jesus Christ.
2. The organization's resources.
3. The organization's doctrine.

Section 2 - The Advisory Board shall annually select from among itself the following officers:

- A. **Chairman** - The Lead Pastor shall serve as the board Chairman. The Chairman shall set meeting times and agendas. He will be responsible to moderate Advisory Board sessions, the Annual Congregational Business Meeting, and any Called Business Meeting. The Chairman may designate a moderator from the advisory board at his discretion. The Chairman shall be an ex-officio member of all ministries within the church.
- B. **Vice Chairman** - serves as acting chairperson in the absence of the Chairman.
- C. **Secretary** - who shall record and distribute the minutes of the Advisory Board.

These Advisory Board positions will also act as Officers of the Corporation.

Section 3 - The Advisory Board has vested in it all the powers and authority usually ascribed to a Board of Directors or Board of Trustees in a corporation and will have authority to use these titles when necessary in handling corporate or civil matters. The church is incorporated under the laws of the state of Kansas as a non-profit religious organization.

Section 4 - The Advisory Board shall not encumber the church with loan, transfer, sale or purchase of real estate except by the authorization conveyed through a majority vote of the membership present at a constitutionally valid business meeting.

Section 5 - The Advisory Board shall have care and custody of all church property and equipment purchases. They shall not make any purchase exceeding the budgeted items except in emergency matters pertaining to the protection and maintenance of church property. Neither shall they sell or encumber the real property of the church except as authorized to do so by a two-thirds (2/3) majority vote of the church membership at a meeting called for the purpose of considering such a transaction. A quorum as defined in the By-Laws (#1 Church Government) must be in attendance of such a meeting.

Section 7 - Church Officers - Church officers except the Pastor, will be selected from the membership-at-large by the Advisory Board to positions meeting the individual's God given spiritual gifts or talents and the needs of the church to promote its spreading of the Gospel pursuant to qualifications specified in the church by-laws; Section III, Church Officers. Elected officers shall include Advisory Board, Church Clerk, Church Treasurer, Secretary of Finance.

Section 8 - Ministry Team Representatives - Ministry Team Representatives (MTR's) are not elected by the church body. There is also no limitation to the size of each Ministry Team. This action is to promote leadership and involvement of newer church members, giving them opportunity to utilize their abilities and spiritual gifts. MTR's may be added as needed with the approval of both the Lead Pastor and the MTR chairperson. The pastoral staff will make

recommendations to add primary Ministry Teams to the structure of the church or to dissolve Ministry Teams as needed. Once a new Ministry Team is approved, its chairperson will represent the Ministry Team and present status reports to the designated staff. All Ministry Teams will make their recommendations to the staff for approval.

Article VI: Our Membership

Statement of Fellowship

We agree, one with another, to study the Word and do the will of God. We will walk together in the ways of the Lord and witness to the Gospel of Jesus Christ. We commit our lives to do the Lord's work on earth, and depend on the Holy Spirit to lead and empower us, as we look forward to the return of Jesus Christ.

Section 1 - Full Membership - The membership of this congregation shall consist of persons professing faith in Jesus Christ as their personal Savior who have been baptized and share a basic agreement with the faith and practices of our church. These individuals shall be considered to be active in the affairs of the Church through faithful attendance, Christian fellowship, financial support, and true witnessing for Jesus Christ.

Section 2 - Receiving of Members - Members may be received by:

- a) Profession of Faith in Christ,
- b) Baptism, or
- c) Transfer by letter from another church.

Those making requests for membership that are professing faith or by baptism will be received into the fellowship of the church upon completion of "New Member Orientation" presided over by the Lead Pastor or his designee.

Section 4 - Inactive Member Status - A member whose address has long been unknown, or who, for a period of one (1) year has not exhibited faithful service as outlined in Section 1, may, by recommendation of the Lead Pastor, be removed from the active membership roll and placed on an inactive list.

Section 5 - Termination of Membership - Membership may be severed by death, by letter, by personal request of the member, or by a matter of church discipline as described in Section 6.

Section 6 - Church Discipline - The procedure outlined by Christ in Matthew 18:15-20 shall be encouraged in all cases when one member detects sin or unethical practices in the life of another member. Any member who has become routinely inactive in church functions and does not participate or support church endeavors may be deemed inactive and/or their membership terminated by majority vote of the Advisory Board. Any inactive members may be reinstated by exhibiting the attributes of members in good standing, upon recommendation for reinstatement by the Pastor, and accepted by majority vote of the Advisory Board.

Article VII: Our Staff

Section 1 - Lead Pastor - A candidate for Lead Pastor is to be recommended to the church by a special search committee appointed by the Advisory Board. The candidate presented to the church must be elected by a majority vote of the congregation. His term of office will continue until he resigns or is terminated by a two-thirds majority vote of the congregation.

Section 2 - Staff - The Lead Pastor will hire and terminate all church staff. Prior to hiring and terminating the Lead Pastor will consult with the advisory board. The Staff will report directly to the Lead Pastor. The Lead Pastor may not exceed the approved personnel budget without church approval. Terms of service will continue until resignation or

termination by the Lead Pastor.

Article VIII: The Conducting of Our Business

Section 1 - Annual Congregational Meeting - The church year shall coincide with the calendar year, and shall conduct an Annual Congregational Meeting to be held on or before the third Sunday in November. If for any reason the meeting time must be changed it will be announced in all services at least one week in advance of the new meeting date. The adoption of the annual budget will take place at this meeting. The meeting will be moderated by the Lead Pastor or a designated Advisory Board Member.

Section 2 - Called Business Meetings - Special business meetings may be called at any time at the request of the Lead Pastor and/or a majority of the members of the Advisory Board. Announcement of such meetings will be made at least one week prior to the meeting. Business shall be limited to those items announced and will be moderated by the Chairman of the Advisory Board.

Article IX: Dissolution of the Church

Should a condition arise any time in the future when, for any reason, the church work cannot continue, the Advisory Board will explore the possibility of a merger with another liked minded church. If no feasible merger partner can be found, and after careful consideration of all available options, the Advisory Board will make a presentation to the congregation seeking approval to disband the church as a corporate entity and to dispose of ownership of the church property, buildings, equipment, funds and assets as follows:

1. Selling of the church property including, but not limited to buildings, land, fixtures and all tangible assets on the open market. Current property appraisal methods and property values will dictate the asking price of the property at the time of the transaction. Proceeds from the sale will be distributed as follows:
 - A. All known financial obligations owed by the church will be paid in full.
 - B. Fifty percent (50%) of the remaining proceeds will be distributed to Missions, if still in existence, and other not for profit entities identified by the Advisory Board and approved by a vote of the congregation. Approval will require a vote of two-thirds of the congregation present at a duly called congregational meeting for the express purpose of dispensing such funds to include but not limited to:
 - i. Philippine Evangelical Enterprises (Jarred & Marilee Barker)
 - ii. First Love International Ministries. (Erin Fish)
 - iii. Send International (Mark and Mollie Kunkee)
 - iv. National Free Will Baptist Home Missions Board
 - C. Any remaining funds will be distributed to local not-for-profit charitable organizations selected by the Advisory Board and approved by a vote of the congregation.

Article X: Pastor Accountability Team

The pastor accountability team is a group of men to whom the lead pastor is accountable regarding issues relating to his qualifications to serve. The members of this group will be selected by the lead pastor and approved by the Advisory Board. They may be church members, or non-church members. The members of the pastor accountability team do not serve a pre-determined term. However, each member must be reaffirmed by the Advisory Board each year, and report no less than annually to the Advisory Board.

Article XI: Amendments

This constitution and by-laws may be amended at any regular business meeting of the church, by a two-thirds vote of the members present and voting, provided the Advisory Board has considered the amendment. A two-week notice to the congregation is required to be given before voting on the proposed change.

BY-LAWS

I. Church Government

- A. Official affairs of the church shall be conducted with the membership in called assemblage. A quorum for all meetings shall consist of thirty (30) percent of the active church membership. The vote of two-thirds (2/3) of the members present at the meeting shall be the action of the Church in the calling or dismissal of a pastor, dealing with selling or encumbering of the church real property, and amending the Constitution and By-Laws. All other actions of the church shall be resolved by majority vote of those present at the meeting.
- B. Voting privileges shall be extended in all matters to those members who are eighteen (18) years of age or older.
- C. The Advisory Board is the executive body of the church and is empowered to conduct the business of the church, but the church membership reserves the right to review and to either approve or reject the actions of the Advisory Board.
- D. All Ministry Teams shall organize and select a chairperson, vice-chairperson and a Secretary as officers of that team. The teams shall meet on a regular basis as needed to conduct business. Special meetings may be called by the, chairperson at any time, and shall be called upon by the request of the Lead Pastor. Fifty (50) percent of the members of each team shall constitute a quorum. Accurate minutes of meetings shall be kept and shall report the minutes to the Staff.
- E. The church membership recognizes that as our church grows the need to reorganize the governance structure exists and that the Advisory Board reserves the right to review the current structure annually and to provide governing recommendations to the church should a change be required.

II. Pastoral Staff

- A. Definition of Pastoral Titles - A pastor, by definition from the Bible, is the shepherd who pastors and ministers through God-given gifts (Eph.4:11-13). Pastors serve, set an example, strive for peace, unity, communication of the Gospel, and is an overseer of programs, people, and ministries of the church.
 1. The Lead Pastor is the general overseer of the church who advises all ministry teams. The Lead Pastor enables church members to develop their gifts to participate in ministry. The Lead Pastor is the lead teacher and vision caster of the church.
 2. All other pastoral staff will be interviewed and hired by the Lead Pastor on an as needed basis and will be assigned to specific duties as requested.
- B. Duties of the Pastoral Staff
 1. Lead Pastor
 - a. Shall be responsible to the Advisory Board, the congregation, and the Pastor Accountability Team.

- b. Shall oversee spiritual growth, vision, direction, counseling, evangelism, worship, ordinances, spiritual care of the church, and administration of the budget.
 - c. Shall conduct weekly staff meetings and oversee the staff on a daily basis.
2. The Calling and Dismissal of the Lead Pastor
- a. Contractual Relationship
 - 1. Terms shall be stated in a contract drawn up between the Advisory Board, The Pastoral Search Committee and the pastoral candidate before the call is accepted. The contract shall be in compliance with the Constitution and BY-Laws of the Overland Park Community Church.
 - 2. Review of the contract shall take place each year prior to the developing of the budget by the Advisory Board.
 - 3. Copies of contract(s) shall be received by the pastor(s) and the church secretary for filing in the church file.
4. Termination or Resignation
- a. Initiation of termination may come from, either the church or the pastor, when either party decides to terminate the relationship; preliminary action shall be initiated with the Advisory Board and brought before the church membership for final disposition.
 - b. Sixty days notice shall be required by either party (stated in above) to terminate the relationship, unless otherwise mutually agreed upon in writing.
5. Pastoral Search Committee (appointed committee)
- a. Appointed by the Advisory Board at the occurrence of the vacancy of senior pastor office.
 - b. Six members shall comprise the committee made up of two (2) Advisory Board, one (1) member of the Children's Ministry Team and three (3) active members of the church at large.
 - c. Duties of the Committee shall be to search out and interview candidates. Their recommendation of a prospective candidate shall be made to the full Advisory Board for consideration. The final vote will be by the congregation.
 - d. Orientation of the new pastor shall be the committee's responsibility, helping acquaint him and his family with the church and establishing them in the community.

III. Church Officers (elected positions).

All elected positions in the church are filled by the Advisory Board and consists of the following:

Advisory Board

The board members function primarily as *discerners* and *guardians* of the organization. They are not expected to oversee specific projects or ministry areas in their capacity as board members. They function as overseers for the entire organization. The board members evaluate the effectiveness and direction of the organization according to three criteria:

- 1. The organization's mission: To lead people into a growing relationship with Jesus Christ.
- 2. The organization's resources.
- 3. The organization's doctrine.

Number:

- a. Shall be at least six (6) and not more than ten (10).

Qualifications:

- a. Members of the board shall be active members of the church for a period of one year before they can be considered for election to this office.
- b. Be recommended by the Pastoral Staff.
- c. Shall be elected by vote of the Advisory Board. Those serving on the Advisory Board will be considered active, and serve on the board for a term of three (3) years. An Advisor may serve two (2) consecutive terms as "Active" if re-elected by the congregation. After two (2) terms the Advisor must step off the board for one (1) year, and will be considered "Inactive". After the year off, the Advisor will be eligible to be re-elected to the "Active" Advisory Board.

Duties:

- a. The Advisory Board does not determine programming. This responsibility falls to the executive staff. However, the Board is responsible for evaluating programming based on its appropriateness and effectiveness in furthering the overall mission of Overland Park Community Church.
- b. Shall annually review the Lead Pastors salary in the month of October.

- c. Shall have care and custody of all church property and equipment purchases. They shall not make any purchase exceeding the budgeted items except in emergency matters pertaining to the protection and maintenance of church property. Neither shall they sell or encumber the real property of the church except as authorized to do so by a two-thirds (2/3) majority vote of the church membership at a meeting called for the purpose of considering such a transaction.
- d. Shall administer the "Love Fund".

Church Clerk

Duties:

- a. Records minutes at the Annual Congregational Meeting and at other called congregational meetings throughout the year. Minutes shall be published within one week after any such meetings.
- b. Term of Office shall be one year.

Church Treasurer

Duties:

- a. Provides an accurate record of all monies received by the church and shall act as custodian of all church funds.
- b. Disbursements: Shall make disbursements as directed by the Lead Pastor or Advisory Board in his absence.
- c. Term of office shall be one year.

Secretary of Finance

Duties:

- a. Assists the church treasurer and assumes the duties of treasurer when necessary.
- b. Provides monthly report shall be submitted to the Advisory Board.
- c. Divides the work with the Treasurer.
- d. Term of Office: One year.