# HARVESTER AVENUE MISSIONARY CHURCH
# BYLAWS

## ARTICLE ONE – NAME

This church will be known as the HARVESTER AVENUE MISSIONARY CHURCH, Inc., of Fort Wayne, Indiana, doing business as HARVESTER MISSIONARY CHURCH.

## ARTICLE TWO – AFFILIATION

This church is a member church of the Missionary Church, Inc., a denomination with headquarters at Fort Wayne, Indiana, and as such shares in the privileges, benefits and responsibilities of that affiliation.

## ARTICLE THREE– STATEMENT OF FAITH

A complete statement of faith, including other important matters related to doctrine and practice, may be found in the Constitution of the Missionary Church.

## ARTICLE FOUR – MISSION, VISION AND VALUES

The Mission and Vision of this church are:

**Mission:** Love God with all we are. Love others with all we have.

**Vision: (Micah 6:8)**

- **Act Justly-**Harvester Missionary Church seeks to renew its commitment to Kingdom work within our church, neighborhood, city and world. (Mark 1:15, Jeremiah 29:7)
- **Love Mercy-**We envision a gospel-centered community who knows Jesus and welcomes everyone to seek his or her place in His story of Grace. (Luke 4:18, 19)
- **Walk Humbly-**We envision walking humbly together with God and each other in love and perfect unity. (Colossians 3)

We will do this through our core values:

**Solid Faith-**The hope of our world is the life-giving freedom found through a relationship With Jesus Christ. If you don't know Him yet, we'd love to introduce you. If you're walking with Him, we'd love to walk beside you. Through relevant teaching, vibrant worship and persistent prayer we want to learn about and become more like Jesus.

**Supported Families-**We love families! Our hope is to help parents build their children's faith in Jesus through fun, engaging lessons, games and activities in a safe environment. Our goal is that every child and teen will know how much he or she matters to God so they'll grow to love and serve Him. We want to help

parents and caregivers raise Christ-followers in today's world by providing supportive peer relationships, mentors, and family events.

**Strengthened Community-**As we grow in our relationship with Christ, we will be inspired to see His Kingdom revealed in our community. God instructs us to love our neighbor; we believe this encompasses compassion with empowerment, reconciliation with respect, and mercy with truth. We hope to encourage restoration through our food pantry, laundry ministry, neighborhood service days, special events and invitations to worship together.

## ARTICLE FIVE – MEMBERS OF THE CHURCH FAMILY

Section 1 – Qualifications – Requirements of church family members include:

- Salvation
- Believer's baptism after salvation.
- Involvement in community with other believers.
- Serving
- Taking next steps in a personal walk with Jesus.
- Giving
- Investing in and inviting others.

Section 2 – Applicants – Individuals interested in becoming church family members will:

- Notify the Senior Pastor of their interest.
- Complete an application form provided by the Senior Pastor.
- Attend a church family member class.
- Be interviewed by representatives of the Executive Team.

Section 3 – Discipline

a. Definition of Discipline

Discipline in the church is a procedure of teaching, training, warning, guiding, exclusion when necessary and acceptance. The focus is on helping church family members grow in their faith as they discard un-Christ like thoughts and behaviors.

As church family members we are expected to live our lives following the guidelines listed in the Bible. These guidelines include moral purity and honesty. Church family members are to live lives following Christ's example and are to promote the unity of the church rather than finding ways to divide it.

Romans 8:28-29, 16:17-18; Galatians 5:22-23; Ephesians 4:3, 25, 5:18

b. Reason for Discipline

The church is told to discipline its church family members when they continue to live sinful lives. Church discipline has many purposes including the following:

1. Helping the sinning individual to confess their sin which restores their fellowship with Christ and the church.
2. Teaching other church family members the consequences of unchecked sin.
3. Promoting the Biblical guidelines followed by the church as a whole.

Matthew 18:15-18; 1 Corinthians 5:1-13; 2 Corinthians 2:6-11; 1 Timothy 5:19-20; 2 Thessalonians 3:6, 14-15

c. Process of Discipline

If a church family member continues to live a sinful life in conflict with Biblical principles the following steps of discipline as outlined in the Bible will be followed:

1. Private discussion with the sinning individual will take place. If no resolution, then step 2 will be initiated.
2. Discussion with two or three witnesses will happen. If no resolution, then step 3 will be implemented.
3. Discussion with the Executive Team will take place in a final attempt for reconciliation.
4. Termination of church family membership.

The entire process of church discipline as outlined above is to be done in a spirit of Christian love, care and sensitivity. It is meant to bring about repentance, restoration and reconciliation.

Church family members are encouraged to submit to the process of church discipline as outlined above.

Section 4 – Inactive Church Family Members

A church family member failing to participate in any church activities for a period of 6-months with no explanation will, after personal counsel, forfeit the privileges of church family membership.

## ARTICLE SIX– LOCAL CHURCH

Section 1 – Church Family Membership

The Local Church shall be composed of the church family members of Harvester Missionary Church and voting members must be at least sixteen years of age.

Section 2 – Fiscal and Ministry Years

The church fiscal year will extend from January 1st to December 31st.

The church ministry year will extend from September 1st to August 31st.

Section 3 – Congregational Meetings

The Vision meeting of the church be held annually before the Ministry year begins for the purpose of sharing the vision for the upcoming ministry year.

Special meetings may be called by the Executive Team or by the Regional Superintendent. Public announcement of a special meeting should be given at least one week in advance of the meeting date.

Section 4 – Quorum and Eligibility

A quorum will consist of all eligible voting church family members present at any business meeting which has been properly announced. No provision will be made for proxy or absentee voting.

Section 5 – Executive Team Leader and Administrative Pastor

The Executive Team Leader and Administrative Pastor of the church will act in their respective capacities at all congregational meetings. If the Executive Team Leader or the Administrative Pastor are unable to oversee the meeting another Executive Team Member will be designated to preside.

## ARTICLE SEVEN– PASTORAL RELATIONS

Section 1 – Senior Pastor

The Senior Pastor will be chosen by a vote of the Local Church at a meeting called for this purpose. He will be chosen from among applicants approved as ministers in the Missionary Church, and 70% of all votes cast shall be required for selection. Proxy and absentee votes will not be permitted. The term of service will be an indefinite period of time.

Section 2 – Senior Pastor Review

a. During the first quarter of the calendar year, the Executive Team, in the absence of the Senior Pastor will review the work of the Senior Pastor in accordance with the existing job description and the results of evaluation will be reviewed with the Senior Pastor.

b. This review is for the purpose of establishing a better pastor-church relationship. After discussion, the Executive Team may choose to ask the church family members to participate in a vote of confidence in the Senior Pastor. The Executive Team will vote by ballot on the motion to bring the matter to the church for a vote.

c. The Senior Pastor and the Regional Superintendent will immediately be informed of the results of the vote by the Executive Team Leader.

d. If a majority of the Executive Team favors a vote of confidence by the church family membership, the Executive Team will designate a time and service for the vote to be taken.

Section 3 – Vote of Confidence

a. A vote of confidence may be called by the Executive Team or the Senior Pastor and will be taken on or before the first Sunday in May, according to the sample ballot provided by the Regional Superintendent. The Regional Superintendent, upon recommendation of the Executive Team, may also call for a vote of confidence. Announcement of a meeting for pastoral vote will be made at least two consecutive Sundays prior to the meeting.

b. The Executive Team Leader will immediately notify the Senior Pastor and the Regional Superintendent of the result of the vote.

c. If the Senior Pastor receives less than 60% of the votes cast, the advisability of the pastor remaining will be determined by the Executive Team with the consultation of the Regional Superintendent and the Senior Pastor.

Section 4. – Change of Senior Pastor

In the event a new Senior Pastor is to be called, a Search Committee as appointed by the Executive Team will assume leadership in seeking a new pastor.

They will work closely with the Regional Superintendent and will bring recommendations to the Executive Team concerning candidates. The Executive Team will, when appropriate, bring a recommendation to the church.

Section 5. – Duties

The Senior Pastor will meet all qualifications and fulfill all the duties of his job description as established by the Executive Team.

Section 6 – Discipline of the Senior Pastor

The discipline of the Senior Pastor will follow the specific procedures as identified in Article XVI, Item E, number 7 in the Constitution of the Missionary Church, Inc.

## ARTICLE EIGHT– EXECUTIVE TEAM

Section 1-Members of the Executive Team

The Executive Team will consist of the Senior Pastor, Administrative Pastor, Executive Team Leader, Lead Deacon and all other appointed/affirmed team members. The Executive Team will strive to create an environment conducive for all qualified members to ascend to positions of leadership. At no time will the number of the Executive Team exceed 11.

The Executive Team will provide prayerful, diligent oversight of the church, approve the annual church budget and supervise church discipline. The Executive Team will fulfill all responsibilities as defined elsewhere in this document.

When special circumstances warrant, the Executive Team Leader, Administrative Pastor and Senior Pastor are empowered to make decisions in the absence of the Executive Team.

Section 2. – Executive Team Members

Will consist of a minimum of five (Executive Team Leader, Senior Pastor, Administrative Pastor, Lead Deacon and an additional Executive Team Member), with a maximum of eleven Biblically qualified church family members from the congregation. In the event of a vacancy, every attempt would be made to maintain an odd number of Executive Team Members.

a. Qualifications

All Executive Team Members must be church family members of Harvester Missionary Church and have the following qualifications through the enabling of the Holy Spirit:

1. Demonstrates Godly wisdom: is peace-loving, considerate, open to reason, full of mercy and good actions, impartial and sincere. (James 3:17)
2. Demonstrates and uses spiritual gifts within the congregation. A spiritual gift is given to each of us so we can help each other. (1 Corinthians 12:7). “God has given each of you a gift from his great variety of spiritual gifts. Use them well to serve one another.” (1 Peter 4:10, NLT)

3. Exhibits leadership and character qualities of honesty, discernment and competence. Is forward thinking, encourages others, is very self-aware and keeps confidences.
4. Exhibits humility, loves and honors all church family members and enjoys the company of fellow Christians. A hard worker who serves the Lord. Patient in difficult situations and quick to pray for those who do wrong. Sensitive to others and able to share in their pain and joy. (Romans 12:3-21)
5. Serves others out of love and exhibits a Spirit filled life full of love, joy, peace, patience, gentleness, goodness, faith and humbleness. Does not cause disagreement between church family members and is not envious of fellow Christians. (Galatians 5:13, 16, 22-26)

b. Duties
    1. Pray for the pastors, staff, their families and the congregation.
    2. Support and encourage the Senior Pastor in life, faith, ministry, and leadership.
    3. Serve as a support to the Senior Pastor in implementing the vision, mission and values of Harvester. Work with the Senior Pastor to maintain a commitment to the authority of the Scriptures and affirm Kingdom values.
    4. Promote the flow of communication to and from the congregation so that the needs of the people can be met.

c. Term of service
    - Each Executive Team Member, upon appointment, will be asked for a one-year commitment, subject to review, recommitment, and reaffirmation by 70% of votes cast by the church family members present on the designated Sunday. During the second quarter of the calendar year, each Executive Team Member will evaluate their continued service as an Executive Team Member. Considered in this review are the biblical qualifications as well as any personal factors that might affect their ability to serve as an Executive Team Member. An individual's service as an Executive Team Member may be discontinued by their own decision, or by consensus of the Executive Team. After annual review by the Executive Team and recommitment of the members, the list of executive team members will be provided to the congregation 30 days prior to the reaffirmation vote.

d. Appointment
    - When an additional or replacement executive team member is necessary, the Executive Team will receive recommendations from the congregation for a period of at least two weeks. After considering all potential candidates, the Executive Team will announce to the congregation its selection and will call for an affirmation vote within 30 days. At least 70% of all votes cast will be

required for affirmation. The Executive Team should not influence the process in any way to determine the outcome.

e. Executive Team Member Accusation Process

- An accusation against any executive team member should not be entertained unless it is brought by two or three witnesses. If anyone has a charge against an executive team member, the following procedure will apply:
  1 The person should first approach the executive team member in private.
  2 If the problem is still unresolved, they should call two members of the Executive Team of their choice for a hearing.
  3 There will be a full Executive Team review of the situation at the request of either of the hearing executive team members.

Section 3 – Executive Team Leader

Will lead the Executive Team and can attend any other team meetings as applicable. The Executive Team Leader will not be a paid staff member.

Qualifications:

As listed under the qualifications of an Executive Team Member of the church.

a. Term of Service:

One year, renewable for additional years.

b. Selection Process:

Will be according to Article Eight, Section 2d.

Section 4 – Lead Deacon

Will oversee the ministry of the Deacon Team, represent the deacons to the Executive Team and facilitate communication between the two groups.

a. Qualifications:
   - As listed under the qualifications of an Executive Team Member of the church.
   - Must have served on the Deacon Team at least one term.

c. Term of service
   - One year, renewable for additional years.

d. Selection process

Will be according to Article Eight, Section 2d.

## ARTICLE NINE– ADDITIONAL TEAMS OF THE LOCAL CHURCH

Section 1 – Staff Team

a. This is any paid personnel or individuals designated by the Executive Team.
b. This group will meet regularly to facilitate and coordinate the execution of the mission, vision, and values of the church.
c. The staff will regularly report back to the Executive Team in both verbal and written reports, as deemed necessary by the Executive Team.
d. Upon hiring, a staff member becomes a church family member of the congregation. Upon their departure, this membership will be terminated.

Section 2 – Financial Team

a. This team will consist of an appointed Executive Team Member, the Treasurer and the Financial Secretary.
b. When special circumstances warrant, the Executive Team Leader, Lead Deacon, Administrative Pastor, and Senior Pastor are empowered to make decisions in the absence of the Executive Team.
c. The Treasurer will be appointed annually by the Executive Team and affirmed by the church on a designated Sunday. The Treasurer will disburse all funds as the Financial Team has authorized and submit reports to the Executive Team monthly. The Treasurer will keep accurate and faithful records of separate accounts and report to the church regularly, or at any time when called upon by the Executive Team and/or Financial Team. If they see fit, the Financial Team may instruct the Executive Team to appoint an Assistant Treasurer.
d. The Church Financial Secretary will be appointed annually by the Executive Team and affirmed by the church on a designated Sunday. The Church Financial Secretary will receive all monies, and give the Treasurer a record of receipts and their proper designation. If they see fit, the Financial Team may instruct the Executive Team to appoint an Assistant Church Financial Secretary.

Section 3 – Deacon Team

Deacons will be appointed by the Executive Team and reviewed annually. The Deacons will assist the Executive Team in visiting the sick, disabled and elderly, serving the Lord's Supper and leading in the prayer ministry of the church. The Deacons will annually review and revise the church family member list. The Deacons will supervise the relief ministries of the church, with compassion and sensitivity to the poor and disenfranchised.

Section 4 – Prayer Coordinator

The Prayer Coordinator will be appointed by the Executive Team, preferably from the Deacon Team. The Prayer Coordinator will report directly to the Deacons and will be responsible to lead the local congregation in developing a perpetual intercessory prayer ministry. The specific duties of the Prayer Coordinator will be provided in writing by the Deacons Team.

Section 5– Ministry Teams

The Executive Team has authority to appoint teams and team leaders as needed for the effective execution of the vision, mission and values of the church (i.e. Building and Grounds Team, Missions Team, etc.).

## ARTICLE TEN – OTHER ORGANIZATIONS

Section 1 – Any other organization such as the Men's Missionary Fellowship, the Women's Missionary Society, etc., will be auxiliary organizations of the church, and, as such, will carry on their activities subject to the Executive Team and in keeping with these bylaws of the Local Church. Any new organizations with their bylaws must be approved by the Executive Team before their inception.

## ARTICLE ELEVEN – AMENDMENTS

Section 1 – These bylaws may be amended by a two-thirds majority vote of church family members at any regular or special meeting by the Local Church, providing announcements have been made at least one week in advance of the meeting date.

Section 2 – The Executive Team will review this document at least every five years.

Section 3 – No amendments will be made to this document that would result in Harvester Missionary Church being in opposition to the Bible or the Missionary Church, USA.

## ARTICLE TWELVE – DISSOLUTION STATEMENTS

A. Dissolution of Central Region Church

In the event that it becomes necessary to dissolve any Central Region church, either a simple majority vote of the remaining membership of the church or a two-thirds majority vote of the Regional Executive Board is required. Upon said dissolution all assets of the church will automatically be transferred to the Central Region, which would qualify under Section 1-501 (c) (3) of the Internal Revenue Code of 1984 or corresponding section of future federal tax

code. The officers of the Central Region will automatically become the officers of the church and will have the power and authority to execute documents to transfer assets of the church to the Central Region.
The following process will be followed:

1. Before officially closing a church.
   a. Every church is to have a dissolution provision in their local bylaws in compliance with federal 501(c)3 non-profit regulations.

   b. The REB has the authority to assume governance of a local church whose adult membership falls below 15 members. (Constitution: Article XVIIA1c).

   c. Work with the current pastor and/or board to:
      - Set up a congregational meeting to have appropriate actions taken related to closing the church and allocating assets, including the setting of the official closing.
      - Designate a church liaison to represent the church to the region.
      - Obtain Contact information from those most knowledgeable about the ministry/relationships, finances and facility.
      - Conduct a financial audit and review.
      - Check records for any designated gifts still held.
      - Obtain and hold membership roster for future transfers, etc.
      - Obtain all historical and financial records.

2. After Officially closing a church.
   a. Sign over the title to the region at closure and determine who is the statutory agent for the church.
   b. REB is to take action at their next meeting or by email vote. Denomination should be notified.
   c. Add regional representatives to all standing accounts (bank, utilities, etc.), as deemed necessary, making sure all outstanding debts are paid in full.
   d. The region will take responsibility for the marketing and/or allocating of all assets.
   e. Any legal requirements by the state where the church is located will be followed.

B. Disassociation from Central Region by any Central Region Church

In the that any Central Region church chooses to disassociate from the Central Region, the following process will be followed:

1. At least one face-to-face meeting between the combined church board and/or elder team and the Regional Director and/or his designated representative will be held to discuss issues and possible alternatives.

2. At least one subsequent meeting between the church membership (including the leadership) and the Regional Director and/or his designated representative will be held to discuss issues and possible alternatives.

3. After 1 and 2 above are completed, should the church leadership continue to feel that a vote for disassociation is justified, a two-week (two Sundays previous to the vote) notice to the congregation will be made informing them of a vote to dissociate, and a letter will be sent to each member informing them of this vote. Since the Missionary Church Constitution (Article XVII, 2) requires a 75% vote of members present to allow a church to become a Missionary Church, a 75% Vote of members present will be required to disassociate from the Missionary Church.

4. The Regional Director will have the right to distribute a letter to the membership as well, outlining the region's positions and comments concerning the issues surrounding the desire to disassociate.

5. In the event this process is and the vote is 75% or above to disassociate, the local church will be released from the Central Region and the property and assets of local church will remain with the church body.

6. In the event this process is followed and the vote is below 75%, the local church will remain a part of the Central Region and the Regional Director will appoint an interim leadership team from existing church membership and district representatives to oversee reconciliation and make appropriate arrangements for the future of the church.

Major revisions made June 2016