

# **Circleville Christian Constitution and Bylaws**

## **Preamble**

In 1886 several Christian church people residing in the Circleville neighborhood conceived the idea of establishing a church of that faith in the community. C.W. Yard was the pastor of the Christian Church in Holton and upon the solicitation of these people, he came to Circleville and preached for two weeks, including Sunday evenings. The outcome of this meeting was the organization by Brother Yard of a church with 26 charter members.

To the best of knowledge of the responsible members of this church, there has never been a constitution and by-laws. We the members of the Circleville Christian Church, an autonomous body under the authority of Jesus Christ, in order to fulfill the ministry of the Church in the spirit of Christ, do hereby adopt this constitution dated **April 26, 1968.**

We, as a Church and as individuals, seek to express authentically what it means to be the Church as this meaning is revealed in the New Testament.

We are bound by the principles and practices of the New Testament. Where it contains an expressed command or records an apostolic example, we are committed to obey the command and to follow that example in so far as it is possible. In matters of expediency or where the New Testament is silent, we determine our own policies by a congregational consensus which is in keeping with the principles and spirit of the New Testament.

Seeking to fix a course in harmony with the scriptures that this congregation may fulfill its ministry in decency and order, the following constitution and by-laws are set forth.

## **Article I: Name and Purpose**

### **Section A. Name**

The name of this congregation shall be the **Circleville Christian Church** as designed by those whose names appear on the original charter membership list in 1886.

### **Section B. Purpose**

The purpose of this church shall be as revealed in the New Testament, to win people to faith in and obedience to the Lord Jesus Christ, and to commit them actively to the church; to help them grow in the grace and knowledge of Christ that they may know and do His will, and to work for the unity of all Christians and with them engaged in the common task of building the Kingdom of God.

## **Article II: Membership and Voting Privileges**

### **Section A. Becoming a Member**

The membership of this Church shall consist of those who believe in Jesus Christ as Lord and Savior, repent of their sins, confess before men that Jesus is the Christ, the son of the living God, and are baptized in the name of the Father, Son, and Holy Spirit.

John 1:12; John 3:16; John 3:36; Romans 10:9-10; Acts 16:31; Acts 3:19; ; Acts 17:30; I John 1:9; Phil 2:9-11; Romans 10:9 Matthew 28:18-20; Acts 2:38  
Hebrews 9:22; Matt. 26:28; 1 John 1:7; Acts 20:28;

### **Section B. Voting Privileges**

Voting Privileges shall be accorded to all members, EIGHTEEN (18) years of age and above, who, by examining themselves, believe that they have shown an active interest through a continuity of attendance, service, and giving.

## **Article III: Meetings and Rules of Order Section A.**

### **Meetings to be Held.**

1. An annual meeting shall be held by the Church within two months after the end of the previous Church year.
2. Special meetings shall be held as needed. They shall be called at the direction of the Elders, or upon written request of one-fourth or more of the voting members of the Church.

## **Section B. Notice of Meetings**

1. Notice of the annual meeting of the congregation shall be given at a regular Sunday service of the Church at least two weeks in advance of the meeting.
2. Notification of Special Meetings will be communicated through the Church website and other forms of social media.

## **Section C. Rules of Order**

All meetings of the Church shall be governed by Robert's Rules of Order.

### **Article IV: Administrative Officers and Procedures**

#### **Section A. Elders**

Elders are a group of specially called and ordained men with a great desire to lead and feed the flock of God. They are initiated by the Holy Spirit, confirmed by prayer, and qualified through the consistent testimony of a pure life. The Elders shall strive to live up to the model set forth in: Acts 20:17-35; I Timothy 3:1-7; Titus 1:6-9; I Peter 5:1-3.

The number of Elders MUST be TWO OR MORE.

A man called to be an Elder shall make it known to the Board of Elders of his desire to serve and lead in this church. The Elder candidate, upon approval of the Elders, shall be presented to the congregation for Appointment to the Eldership. The appointment shall be made by a majority vote of the congregation of those present and qualified to vote.

#### **The Elders:**

1. Shall elect their own chairman, and hold regular meetings as a Board of Elders. The Chairman of the Elders shall call and preside at all regular and special meetings of the Church.
2. Shall plan and oversee the evangelistic ministry of the Church in coordination with the senior pastor, including regular and special emphasis upon evangelism.
3. Shall consider the need, the opportunity, the means, and the timing of any special evangelistic endeavors, including evangelistic meetings and church-wide programs of visitation.
4. Shall seek to cultivate through all such programs as evangelistic concern within the life of the Church.
5. Shall approve all ministries and committees of the church. All ministries & committees can be asked to report to and receive recommendations from the Elders.
6. Shall receive, consider, and act upon any suggestion made by the committees or any member of the Church.
7. Shall carry out the normal business transactions of the Church.
8. The Elders shall approve at the beginning of the church year the appointment of standing or special committees which are needed to administer the programs of the Church.
9. The annual audit shall be made by the Elders of the Treasurer records.
10. Shall serve as the Missions Committee.

**Duration.**

The duration of an Elder's service shall be for an indefinite period of time and may be terminated by a letter of resignation from the Elder, death or an action taken by the Church.

The process for the removal of an Elder shall be: The Elders, by a three-fourths vote or when petitioned by one-fourth of the voting members of the Church, may review the status of an Elder (in his presence, if mutually agreed upon, but never without his knowledge, allowing him at some time the opportunity to speak on his own behalf).

If, in so doing, The Elders should recommend his dismissal, their recommendation must be supported by a majority of members present and qualified to vote at a meeting of the congregation.

**Section B. Minister**

The Minister is a specially called and ordained man with a great desire to lead and feed the flock of God. He is initiated by the Holy Spirit, confirmed by prayer, and qualified through the consistent testimony of a pure life. He shall be faithful to the message of the Gospel, exalt the Lord Jesus Christ, proclaim the Good News of salvation through Him, and invite others to turn from their sins and come to Christ.

Romans 9:1-11; Ephesians 4:11-13; Romans 15:16; Acts 20:28.

The Minister of the Church shall perform the duties pertaining to that position under the direction of the Elders.

**Hiring of Minister**

1. The Elders shall select a prospective candidate with the input of the congregation.
2. Before an offer may be extended, the candidate must be unanimously recommended by the Elders and accepted by a majority vote from the congregation that is present and qualified to vote.

**Duration.**

The duration of a Minister's service shall be for an indefinite period of time and may be terminated by a letter of resignation from The Minister, death or an action taken by the Church.

The process for the removal of The Minister shall be: The Elders, by a three-fourths vote or when petitioned by one-fourth of the voting members of the Church, may review the status of The Minister (in his presence, if mutually agreed upon, but never without his knowledge, allowing him at some time the opportunity to speak on his own behalf).

If, in so doing, the Elders should recommend his dismissal, their recommendation must be supported by a majority of members present and qualified to vote at a meeting of the congregation.

### **Section C. Deacons**

Deacons are members of the church appointed by the Elders. Deacons assist the Elders in promoting the growth and welfare of the church, serving other members, and meeting material needs. The Deacons shall strive to meet the requirements as set forth in: Acts 6:3; 1 Timothy 3:8-13; Titus 1:6-9.

There is no limit to the number of Deacons.

### **Section D. Trustees**

The Elders shall act as the Legal Agents of the Church in all business matters. They are to hold all Church property and handle all business transactions related thereto, have supervision over all endowment and trust funds, and perform duties as are required by the laws of the State.

The number of Trustees should be three (3).

### **Section E. Church Year - Installment**

The Church year shall begin on January 1st.  
All officers shall take office on January 1st each year.

### **Section F. Hired Personnel**

All employees of the Church shall be employed by the Elders. Such employees shall be responsible to the Elders for the performance or duties required.

1. **Secretary** : The Secretary shall keep a complete record of the Church Membership (baptisms, transfers, removal by death or transfer, ect.), receive all applications for letters of transfers and issue them under the authorization of the Elders. Types and Print the bulletin. To be present in the building to answer the phone and greet people during the week as they come to the church.
2. **Clerk**: keep minutes and records of all regular and special meetings of the congregation and elders.
3. **Treasurer**: The Treasurer shall receive and deposit all Church money in a bank approved by the Elders, depositing them in the name of the Circleville Christian Church, Circleville, KS 66416, and pay all the salaries and bills authorized by the Elders, keep an accurate account of all financial transactions and make a monthly report to the Elders.
4. **Janitor**: The Janitor shall be responsible for cleaning and the general upkeep of the Church as approved by the Elders.