

Reston Community Church

Constitution & Bylaws

May 2024

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Reston Community Church Constitution

ARTICLE 1 – Name

This body shall be organized as a church corporation known as **RESTON COMMUNITY CHURCH**, hereinafter referred to in the Constitution and Bylaws as the “Church.”

ARTICLE 2 – Purpose

The purpose of the Church is to glorify God by fulfilling the Great Commandment and the Great Commission (Matthew 22:36-40; 28:18-20).

ARTICLE 3 – Statement of Faith

We affirm the Bible as the inerrant, infallible Word of God and as the only basis for our beliefs. This Church accepts the following Statement of Faith and any updated version thereof as a general statement of our faith.

GOD

We believe in one God, Creator of all things, holy, infinitely perfect, and eternally existing in a loving unity of three equally divine Persons: the Father, the Son, and the Holy Spirit. Having limitless knowledge and sovereign power, God has graciously purposed from eternity to redeem a people for Himself and to make all things new for His own glory.

Genesis 1:1; 2:7; Exodus 3:14; 6:2-3; 15:11-18; 20:1-3; Leviticus 22:2; Deuteronomy 6:4-9; 32:6; 1 Chronicles 29:10; Psalm 19:1-11; Isaiah 43:1-7, 15; 64:8; Jeremiah 10:10; 17:13; Matthew 6:9-13; 7:11; 23:9; 28:19; Mark 1:9-11; John 4:23-24; 5:18-26; 14:6-13; 17:1-8; Acts 1:7; Romans 8:14-15; 1 Corinthians 8:6; Galatians 4:6; Ephesians 4:6; Colossians 1:15; 1 Timothy 1:17; Hebrews 11:3, 6; 12:9; 1 Peter 1:15-21; 1 John 5:6-12

THE BIBLE

We believe God has spoken in the Scriptures, both Old and New Testaments, through the words of human authors. As the inspired Word of God, the Bible is without error in the original writings, the complete revelation of His will for salvation and the ultimate authority by which every realm of human knowledge and endeavor should be judged. Therefore, it is to be believed in all that it teaches, obeyed in all that it requires, and trusted in all that it promises.

Exodus 24:4; Deuteronomy 4:1-2; 17:18-20; Joshua 8:34; Psalms 19:7-10; 119:10-16, 89, 105; Isaiah 40:8; Jeremiah 15:16; 36:1-32; Matthew 5:17-18; 22:29; Luke 21:33; 24:44-48; John 5:39; 16:13-15; 17:17; Acts 2:16-36; 17:11; Romans 15:4; 16:25-27; 2 Timothy 3:14-17; Hebrews 1:1-2; 4:12; 1 Peter 1:24-25; 2 Peter 1:19-21

THE HUMAN CONDITION

We believe God created Adam and Eve in His image so that they should glorify God, enjoy God’s fellowship, live according to the will of God, and thereby accomplish God’s purpose for them in the world. When tempted by Satan, they sinned in disobedience to the revealed will and Word of God, thereby incurring the penalty of spiritual and physical death. In union with Adam, human beings are sinners by

nature and by choice, alienated from God, and under His wrath. Only through God's saving work in Jesus Christ can we be rescued, reconciled, and renewed.

Genesis 1:26-30; 2:5, 7, 15-25; 3; 9:6; Psalms 1; 8:3-6; 14:1-3; 32:1-5; 51:1-5; Isaiah 6:5; 53:6; Jeremiah 17:5, 9; Matthew 15:18-20; 16:26; Luke 19:10; Acts 17:26-31; Romans 1:18-32, 3:9-18, 23; 5:6, 12, 19; 6:6, 23; 7:14-25; 8:14-18, 29; 1 Corinthians 1:21-31; 2:14; 15:19-22; Ephesians 2:1-23; Colossians 1:21-22; 3:5-17; James 2:10

JESUS CHRIST

We believe Jesus Christ is God incarnate, fully God and fully man, one Person in two natures. Jesus—Israel's promised Messiah—was conceived through the Holy Spirit and born of the virgin Mary. He lived a sinless life, was crucified under Pontius Pilate, arose bodily from the dead, ascended into heaven, and sits at the right hand of God the Father as our High Priest and Advocate.

Genesis 18:1-18; Psalms 2:7-12; 110; Isaiah 7:14; 53; Matthew 1:18-25; 3:17; 11:27; 14:33; 16:16-17, 27; 17:5; 27:11-24; 28:1-10, 18-20; Mark 1:1; 3:11; Luke 1:26-35; 4:41; 22:70-71; 24:46; John 1:1-18, 29-34; 5:18; 10:30, 38; 11:25-27; 12:44-50; 14:7-11; 16:15, 28; 17:1-5, 21-26; 19:1-16; 20:1-20, 24-28; Acts 1:1-3, 8-9; 2:16-36; 7:55-56; 9:4-5, 20; Romans 1:1-6; 3:23-26; 5:6-21; 8:1-4, 34; 10:4; 1 Corinthians 1:9, 30; 2:2; 8:6; 15:1-8, 24-28; 2 Corinthians 2:5-11; Colossians 1:15-20; 5:19-21; 8:9; Galatians 4:4-5; Ephesians 1:20-23; 3:11-12; 4:7-10; Philippians 1:13-23; 2:5-15; 1 Thessalonians 4:14-18; 1 Timothy 2:5-6; 3:16; Titus 2:11-15; Hebrews 1:1-3; 2:14-18; 4:14-16; 7:14-8:2; 9:11-15, 24-10:4; 12:2; 13:8; 1 Peter 1:18-21, 2:21-25; 3:22; 1 John 1:7-10; 3:2-3; 4:14-15; 5:9-12; 2 John 7-9; Revelation 1:13-18; 5:9-14; 12:10-11; 13:8; 19:16

THE WORK OF CHRIST

We believe Jesus Christ, as our representative and substitute, shed His blood on the cross as the perfect, all-sufficient sacrifice for our sins. His atoning death and victorious resurrection constitute the only ground for salvation.

Isaiah 53:5; Mark 10:45; John 1:29; 3:14-16; 10:17-18; 11:25; 14:6-19; Acts 4:12; 13:38-39; Romans 1:4; 3:21-26; 4:5, 22-26; 5:1-11, 15-21; 6:3-11; 8:1-4, 9-11, 14-17; 15:3-4, 12-28; 1 Corinthians 6:19-20; 15:3-4, 20-23, 56-57; 2 Corinthians 5:21; Ephesians 1:7-10; Colossians 1:15-20; Hebrews 2:14-15; 7:26-27; 10:11-14, 19-20; 1 Peter 2:24; 3:18; 1 John 2:2, 12; 4:9-10

THE HOLY SPIRIT

We believe the Holy Spirit, in all He does, glorifies the Lord Jesus Christ. He convicts the world of its guilt. He regenerates sinners, and in Him they are baptized into union with Christ and adopted as heirs into the family of God. He also indwells, illuminates, guides, equips, and empowers believers for Christ-like living and service.

Genesis 1:2; Psalms 51:11; 139:7-12; Isaiah 11:2; 61:1-3; Joel 2:28-29; Matthew 1:18; 3:16; 4:1; 12:28; 28:19; Mark 1:10, 12; Luke 1:35; 3:16; 4:1, 14, 18-19; 11:13; 12:12; 24:49; John 4:24; 14:16-17, 26; 15:26; 16:7-14; 20:22; Acts 1:4, 8; 2:1-4, 38-39; 4:18, 31; 5:3; 6:3-5; 7:55; 8:17, 39; 10:38, 44; 13:2, 4; 15:28; 16:6; 19:1-6; Romans 8:2, 9-11, 14-17, 23, 26-27; 15:13, 19; 1 Corinthians 2:4, 10-16; 3:16; 6:19; 12:3-11, 13; 2 Corinthians 1:22; 3:17; 5:5, 17; Galatians 4:6-7; 5:22-23; Ephesians 1:5, 13-14; 2:21-22; 3:16; 4:30; 5:18; 1 Thessalonians 1:5-6; 5:19; 1 Timothy 3:16; 4:1; 2 Timothy 1:14;

3:16; Titus 3:5; Hebrews 2:4; 9:8, 14; 10:15; 1 Peter 1:10-12; 2 Peter 1:21; 1 John 4:13; 5:6-7; Revelation 1:10; 22:17

THE CHURCH

We believe the true church comprises all who have been justified by God's grace through faith alone in Christ alone. They are united by the Holy Spirit in the body of Christ, of which He is the Head. The true church is manifest in local churches, whose membership should be composed only of believers. The Lord Jesus mandated two ordinances, baptism and communion, which visibly and tangibly express the gospel. Though they are not means of salvation, when celebrated by the church in genuine faith, these ordinances confirm and nourish the believer.

Matthew 16:18; 28:19; Acts 2:41-42; 8:36-39; 14:21-23, 27; 20:17, 28; Romans 6:1-11; 16:5; 1 Corinthians 10:16-17; 11:23-26; 12:12-13; Galatians 1:2; Ephesians 1:22-23; 2:11-3:6, 10-11; 4:15-16; Philippians 1:1; Colossians 1:18; 1 Thessalonians 1:1; 5:11; 2 Thessalonians 1:1; Hebrews 10:24-25

CHRISTIAN LIVING

We believe God's justifying grace must not be separated from His sanctifying power and purpose. God commands us to love Him supremely and others sacrificially, and to live out our faith with care for one another, compassion toward the poor, and justice for the oppressed. With God's Word, the Spirit's power, and fervent prayer in Christ's name, we are to combat the spiritual forces of evil. In obedience to Christ's commission, we are to make disciples among all people, always bearing witness to the gospel in word and deed.

Psalms 82:3-4; Micah 6:8; Matthew 22:37-40; 28:19; Mark 12:28-31; Luke 4:14-21; John 15:12-14; 17:17-19; Acts 1:8; 20:32; Romans 1:16-17; 6:1-23; 8:11-17, 31-39; 10:14-17; 12:1-2, 9-21; 13:10; 1 Corinthians 1:2; 6:11; 10:13; 15:56-58; 2 Corinthians 3:18; 5:17; Galatians 2:16, 20; 5:16-25; Ephesians 1:18-20; 4:1-3, 8-9, 12-13, 22-24; 5:1-2, 15-20; 6:10-20; Philippians 1:3-6, 27-29; Colossians 3:9-17; 1 Thessalonians 4:3-4; 5:23-24; 2 Thessalonians 2:13-17; Titus 2:11-15; Hebrews 2:11; 3:1; 10:9-10, 14; 13:12; James 1:22, 27; 1 Peter 1:1-9, 13-15, 23; 1 John 3:5-10, 16-18, 23-24; 4:7-12; 21; 5:4-5

CHRIST'S RETURN

We believe in the personal, bodily, and glorious return of our Lord Jesus Christ. The coming of Christ, at a time known only to God, demands constant expectancy, and as our blessed hope, motivates the believer to godly living, sacrificial service, and energetic mission.

Matthew 24:36-44; 25:1-13; Mark 16:15-16; Luke 12:35-40; John 9:4; Acts 1:7, 11; Romans 8:19-25; 1 Corinthians 1:7-8; 15:58; Philippians 3:20-21; 1 Thessalonians 5:1-11; Titus 2:11-15; James 5:8; Jude 17-25; Revelation 1:3; 2:25-28; 3:11; 22:10, 12, 20

RESPONSE & ETERNAL DESTINY

We believe God commands everyone everywhere to believe the gospel by turning to Him in repentance and receiving the Lord Jesus Christ. True believers will confess with their mouths that Jesus is Lord and believe in their hearts that God raised Him from the dead. We believe God will raise the dead bodily and judge the world, assigning the unbeliever to condemnation and eternal conscious punishment and the

believer to eternal blessedness and joy with the Lord in the new heaven and the new earth, to the praise of His glorious grace. Amen.

Daniel 12:2; Matthew 25:31-46; John 5:21-29; 14:19; Acts 10:42-43; 17:30-31; Romans 1:4; 3:23-26; 4:25; 5:8-12, 15-21; 6:5-14; 8:9-11; 10:8-13; 1 Corinthians 15:20-26, 42-58; 2 Thessalonians 1:7-10; 1 Peter 2:24; 1 John 5:11-13; Revelation 20:11-15; 21:1-8, 22-27

ARTICLE 4 – Statement on Marriage and Sexuality

In accordance with the above sections of our Statement of Faith, we believe Marriage unites one man and one woman in a lifetime commitment to each other. Marriage provides for intimate companionship, pure sexual expression, and procreation and reflects the relationship of Christ and the church.

We believe God has commanded that no intimate sexual activity be engaged in outside of a marriage between one man and one woman. We believe adultery, pornography, homosexuality, lesbianism, bisexuality, bestiality, incest, and any form of fornication are sinful perversions of God's gift of sex. We believe God disapproves of and forbids any attempt to alter one's gender by surgery or appearance and that one's gender is the gender of their birth. If not repented, these sinful patterns will be a barrier to membership, employment, and leadership in our body of believers.

Genesis 1:28; 2:23-25; 19:5, 13; 26:8-9; Leviticus 18:1-30; Proverbs 5:15-19; Matthew 19:4-6; Romans 1:26-29; 1 Corinthians 5:1; 6:9; 7:1-5; Ephesians 5:31-33; 1 Thessalonians 4:1-8; Hebrews 13:4

ARTICLE 5 – Affiliations

This Church is autonomous and maintains the right to govern its own affairs independent of any denominational control. However, recognizing the benefits of cooperation with other churches in world missions, the Church voluntarily affiliates with organizations of like faith and local expression, as deemed appropriate by the Church Board.

ARTICLE 6 – Ordinations

Section 1. License

By two-thirds (2/3) vote of the active members present and voting, the Church may license a member who announces that they have experienced a call to ministry. This license is an acknowledgment of their call and encouragement to make preparation. The Clerk of the Church may furnish the member with a copy of the minutes or a certificate of the license as credentials. However, performance of civil duties by the member shall be governed by state law.

Section 2. Ordination

If an active member of the Church wishes to be ordained as a minister of the gospel and requests it in writing, the Church shall consider the request. The member must possess scriptural qualifications for ordination in the work of gospel ministry. If the Church approves the request by a two-thirds (2/3) vote of the members present and voting at a regular member meeting, the Lead Pastor will be authorized and

directed to assemble an ordination board. The ordination board shall perform the service of ordaining the member to gospel ministry in the name of, and in the presence of, the Church.

ARTICLE 7 – Church Covenant

Having been led by the grace of God through the life-giving power of the Holy Spirit to repent of our sin and in faith turn to Jesus Christ as our Lord and Savior, and having given public testimony of this faith through baptism, we now joyfully and solemnly enter into this covenant with the members of **RESTON COMMUNITY CHURCH**. We commit through the power of the Holy Spirit to affirm and follow the Statement of Faith and Covenant in the Church Constitution, to walk together in love, to remember one another in prayer, to help one another in times of need, to exercise gentleness and humility in our dealings with one another as we speak the truth in love, to be faithful in our responsibilities and commitments, to be just and honest in our dealings, and to honor ourselves and others for Christ's sake through sexual purity, personal integrity, and abstaining from things or practices which bring harm to our faith or the faith of another.

We commit to faithful participation in times of worship, prayer, study, and fellowship with other believers, to the building up of the Church by using our spiritual gifts in ministry, to contributing cheerfully and regularly to the ministry and expenses of the Church, the relief of the poor, and the spread of the gospel to the world.

We commit to practice personal and family worship, to train our children in the discipline and instruction of the Lord, and to seek the salvation of our family, friends, neighbors, co-workers, acquaintances, and all peoples of the world.

We have read the Articles, Constitution, and Bylaws, including those policies dealing with church discipline, conflict resolution, members' rights and responsibilities, and member covenant, and agree to be bound by the Articles, Constitution, and Bylaws and the accompanying policies and procedures.

ARTICLE 8 – Amendments

Members may propose changes to the Constitution, which shall be submitted to the Church Board for consideration and comment. The Board shall present the proposed changes and their comments to the Church at a regular or special member meeting. This Constitution may be amended by a three-fourths (3/4) vote of the members present and voting, provided that the following procedure has been followed:

- The proposed written amendment has been presented at a previous member meeting.
- The proposed amendment has been mailed or made available to members at least four (4) weeks before the meeting to vote on the amendment.
- The proposed amendment was announced at a Sunday worship service at least two (2) weeks before the vote was taken.

Reston Community Church Bylaws

ARTICLE 1 – Membership

Section 1. Qualifications

Members of this Church shall consist of all individuals who have met the qualifications for membership and are listed on the membership roll. Qualifications for membership are:

1. Personal commitment of faith in Jesus Christ for salvation
2. Statement of faith and baptism as a testimony of salvation
3. Signed commitment to abide by the Member Covenant

No member of this Church, nor any Officer or member of the Church Board, shall by virtue of such membership, office, or position, incur or be subject to personal liability to any extent for any indebtedness, obligations, acts, or omissions of this Church.

Section 2. Voting Rights of Membership

Every member aged eighteen (18) and older shall have the right to vote on the following items:

1. Call or removal of Lead Pastor – by three-fourths (3/4) vote
2. Call and reaffirmation of Elders and Church Board – by three-fourths (3/4) vote
3. Merger and/or dissolution or disposition of all, or substantially all, of the Church assets – by three-fourths (3/4) vote
4. Acquisition or sale of realty property, building projects, and related indebtedness – by two-thirds (2/3) vote
5. Amendments to the Bylaws of the Church – by two-thirds (2/3) vote
6. Amendments to the Constitution of the Church – by three-fourths (3/4) vote
7. Any other major event or decision designated by the Church Board – by majority vote unless otherwise stated

Members shall be presented with the annual budget at the annual member meeting for discussion only.

Section 3. Responsibilities of Church Members

Each member of the Church is responsible for obeying the commands of God's Word in demonstrating a growing, maturing relationship with Christ, being actively involved in service to this Church body with their respective gifts and abilities, faithfully and regularly giving of their tithes and offerings to support the Church, abiding by the Member Covenant, and actively seeking to evangelize and minister to the lost world.

Section 4. Termination

Membership of this Church shall be terminated upon:

1. Death of the member
2. Written request of the member
3. Known transfer to another church

4. Determination by the Church Board that the member's life and conduct is not in accordance with the Member Covenant in such a way that they hinder the ministry influence of the Church in the community
5. Anything else that requires dismissal of the member by church disciplinary action as outlined below.

Section 5. Church Discipline and Restoration

This Church will pursue every reasonable measure for peace and reconciliation. If one member sins against another member or the body of members (the Church), or engages in unrepentant immoral conduct or unbiblical teaching, the aggrieved members shall tenderly follow the rules given by Jesus in Matthew 18:15-17, 1 Corinthians 5:9-13, and 1 Thessalonians 5:12-14. In the case of persistent, unrepentant sin, it may become necessary to correct sinning members privately or publicly. The Lead Pastor, Church Board, and mature members are available for counsel and guidance. The purposes of such discipline should be for:

1. The repentance, reconciliation, and spiritual growth of the disciplined individual. *Psalm 119:115; 141:5; Proverbs 15:5; 17:10; 25:12; 27:5; 29:15; Ecclesiastes 7:5; Matthew 7:26-27; 18:15-17; Luke 17:3; Acts 2:40; 1 Corinthians 4:14; 5:5; Ephesians 6:4; Galatians 6:1-5; 2 Thessalonians 3:6, 14-15; 1 Timothy 1:20; 3:4-5; Hebrews 12:1-11; Titus 1:13-14; James 1:22*
2. The instruction in righteousness and the good of other Christians, as an example to them. *Proverbs 13:20; Romans 15:14; 1 Corinthians 5:11; 15:33; Colossians 3:16; 1 Thessalonians 5:14 [note – this is written to the whole church, not just to leaders]; 1 Timothy 5:20; Titus 1:11; Hebrews 10:24-25*
3. The purity of the church as a whole. *1 Corinthians 5:6-7; 2 Corinthians 13:10; Ephesians 5:27; 2 John 10; Jude 24; Revelation 21:2*
4. The good of our corporate witness to non-Christians. *Proverbs 28:7; Matthew 5:13-16; John 13:35; Acts 5:1-14; Ephesians 5:11; 1 Timothy 3:7; 2 Peter 2:2; 1 John 3:10*
5. The glory of God by reflecting His holy character. *Deuteronomy 5:11; 1 Kings 11:2; 2 Chronicles 19:2; Ezra 6:21; Nehemiah 9:2; Isaiah 52:11; Ezekiel 36:20; Matthew 5:16; John 15:8; 18:17, 25; Romans 2:24; 15:5-6; 2 Corinthians 6:14; 7:1; Ephesians 1:4; 5:27; 1 Peter 2:12*

If a member becomes an offense to the Church and its good name by reason of immoral or unchristian conduct, or by persistent breach of the Member Covenant, the Church may discipline the member or terminate their membership, but only after due process and faithful efforts to bring the member to repentance. Procedures shall be in harmony with Matthew 18:15-17 and Galatians 6:1, as appropriate. Differences that cannot be resolved will be handled by the Church Board or its designees. Only after good faith efforts by the Church Board or its designees to bring about repentance and reconciliation have proven futile shall the accused member be subject to further church discipline by requiring a hearing before the Church Board or its designees with notice of the charges and process. A three-fourths (3/4) vote of the Church Board or its designees present will be required to discipline or terminate membership. If the member is disciplined by the Church Board, it will be announced to the members to carry out the biblical admonitions to bring about repentance and restoration of the disciplined member.

Members dismissed by the Church Board shall be restored to full membership privileges according to the spirit of 2 Corinthians 2:7-8 when their conduct is judged by the Church Board to be in accordance with biblical repentance, the Statement of Faith, and the Member Covenant. The Church Board will communicate such restoration to the Church in a timely manner.

Section 6. Active and Inactive Members

An official roll of all active members shall be maintained and updated upon the reception of new members and transfer of individuals to the inactive roll.

The inactive member roll shall consist of members who have shown themselves to be out of fellowship with the Church and the spirit of its covenant, work, and worship in any of the following ways:

1. By willfully being absent from regular services for a period of six (6) months and/or refusing to financially support the Church, as determined by the Church Board following a thorough review and appropriate interviews
2. Becoming an offense to the Church and to its good name by reason of immoral or unchristian conduct

Individuals on the inactive roll shall be considered by the Church as people in need of spiritual reconciliation to the Lord and their fellow man. Prayerful efforts shall be made by the Church Board to restore inactive member to active faith in the Lord and consequent participation in this Church or some other church of like faith

ARTICLE 2 – Member Meetings

Section 1. Place

Member meetings shall be held at the Church or at other places designated by the Church Board.

Section 2. Annual Meeting

An annual member meeting shall be held each year prior to the beginning of the calendar/fiscal year for the purpose of presenting the budget and electing the Church Board and other Officers requiring membership election. For other matters to be brought to the business floor at the annual meeting, they must be submitted to the Church Board in writing at least one (1) week prior to the annual meeting.

Section 3. Special Meetings

Special meetings can be called at any time by the Lead Pastor and/or Church Board for any purpose by giving notice to the members in accordance with the notice requirements for member meetings.

Section 4. Notice Requirements for Member Meetings

Whenever members are required or permitted to take action at a meeting, notice shall be given no less than two (2) weeks prior to a meeting. Notification shall be given in one or more of the following ways, which shall be deemed a reasonable method of calling a member meeting:

1. Announcement of the meeting by electronic means such as email to the members
2. Written or oral announcement to the congregation at a Sunday or regular worship service
3. Delivery by US mail to each member identified on the membership roll

Section 5. Moderator and Procedure

The Lead Pastor or Church Board Chair, as designated by the Church Board, may serve as Moderator of the Church, or he may delegate the task to another Officer. The latest edition of *Robert's Rules of Order*

Newly Revised shall be the parliamentary guide and may be invoked by the Moderator to establish order and/or procedures not specifically covered in these Bylaws.

Section 6. Quorum

Those members present and voting at a meeting duly noticed and called shall constitute a quorum of the membership for the transaction of business. Members who are unable to be physically present may be considered present by submitting an absentee vote via email to elders@reston.cc in advance of the closing of a vote.

Section 7. Minutes

Minutes of regular and special meetings shall be taken and kept in the Church records under the custody of the designated Secretary or Clerk.

ARTICLE 3 – Board of Directors/Church Board

Section 1. General Powers

The Board of Directors shall be known as the Church Board. The corporate powers of the Church shall be exercised by or under the authority of the Church Board. The powers, business, and property of the Church shall be exercised, conducted, and controlled by the Church Board, making every effort to oversee the legal, business, financial, and administrative affairs of the Church with the consensus agreement of the Church Board members. If, in the course of decision-making, the Church Board cannot unanimously agree, decisions will be made by a majority vote of the Church Board members present and voting at that meeting. The Lead Pastor will be the tie-breaking vote if that need ever arises.

Section 2. Church Board Members

The Church Board shall consist at a minimum of the Lead Pastor and all active Elders nominated by the Church Board and affirmed by a three-fourths (3/4) majority vote by the active members at the annual or special member meeting. Never less than three (3) persons shall serve on the Church Board. No less than one-half (1/2) of the Church Board at any time shall be laypersons from the Church membership. Upon election, members of the Board shall serve on the Church Board for a term of three (3) years and may be affirmed for another three (3) year term if they desire and a membership vote affirms this. Other than staff pastors, Church Board members shall be required to take at least one (1) year off at the end of their second consecutive term before being eligible for reelection. Notwithstanding the previous sentence, upon adoption of these Bylaws, Elder Geoffrey Hamrick will be required to take a sabbatical starting by June 2025, and Elder Matt Buchanan will be required to take a sabbatical starting by June 2026. The Church Board shall annually appoint a lay Chairman to plan and facilitate their meetings and a Secretary to give notice and record minutes of their meetings.

Section 3. Functions of Church Board

The Church Board shall have the following duties:

1. Recommending objectives and Church goals to the congregation
2. Reviewing and coordinating program plans recommended by Church Officers, organizations, teams, and committees
3. Helping determine compensation for paid staff

4. Evaluating program achievements in terms of Church goals and objectives
5. Overseeing legal, business, financial, and administrative affairs of the Church.

Section 4. Vacancies on the Church Board

A vacancy on the Church Board because of death, resignation, removal, disqualification, or any other cause shall be filled by nomination and election by the majority of the Church Board for the remainder of the vacant member's term.

Section 5. Resignation and Removal

Any Church Board member may at any time deliver a written notice of intent to resign to the Lead Pastor, which shall be effective upon acceptance by the Church Board. Other than the Lead Pastor, whose removal is detailed below, any Officer or Church Board member may be removed at any time with or without cause when, in the sole judgment and discretion of the Church Board, it is recommended by a three-fourths (3/4) majority of the Church Board. In the event that a Church Board member other than the Lead Pastor is removed, a new Church Board member may be elected to fill the vacancy by a three-fourths (3/4) majority vote of the remaining Church Board members.

Section 6. Transactions with Interested Parties and Conflicts of Interest

A contract or other transaction between the Church and one or more Church Board members, Officers, Deacons, or family members thereof (hereinafter "Interested Party"), or between the Church and any other entity of which one or more Church Board members, Officers, or Deacons are also Interested Parties, or an entity in which an Interested Party has a financial interest shall be voidable at the sole election of the Church Board unless all the following provisions are satisfied:

1. The Church entered into the transaction for its own benefit
2. The transaction was fair and reasonable to the Church or furthered its tax-exempt purposes at the time the Church entered into the transaction
3. Prior to consummating the transaction, or any part of it, the Church Board authorized or approved the transaction in good faith by a majority vote of the Church Board members then in office, without counting the vote of the interested Church Board member(s) and with knowledge of the material facts concerning the transaction and any Interested Party's involvement in the transaction
4. Prior to authorizing or approving the transaction, the Church Board determined in good faith, after reasonable investigation and consideration, that either the Church could not obtain a more advantageous arrangement with reasonable effort or that the transaction furthered the Church's tax-exempt purposes

Interested Parties may not be counted in a quorum of the Church Board (or a committee thereof) that authorizes, approves, or ratifies such contract or transaction. Notwithstanding the above, the Church shall make no loan to any Church Board members, Officers, or members.

Conflicts of Interest Policy

The Church Board should adopt a Conflicts of Interest Policy, required by the IRS, which will provide for full disclosure of material conflicting interests by Church Board members, Officers, Deacons, or staff. This

policy shall allow the Church Board to determine whether the contemplated transaction is considered just, fair, and reasonable to the Church.

Section 7. No Compensation for Church Board

No salary or compensation shall be paid to any Church Board member, but nothing herein shall preclude any Church Board member from serving the Church in any other capacity and receiving reasonable compensation for those roles. Moreover, Church Board members may, upon written request, receive reasonable reimbursement for travel and other approved expenses incurred while completing their duties as a Church Board member.

Section 8. Quorum of Church Board

Two-thirds (2/3) of voting Church Board members present at the beginning of a meeting shall constitute a quorum for the purposes of transacting business at a meeting, unless otherwise specified in these Bylaws. Every action taken or decision made by the majority of the Church Board shall be deemed an act of the Church Board.

Section 9. Action Without Meeting

Any action required or permitted to be taken by the Church Board may be taken without a meeting if all Church Board members, individually or collectively, consent to the action in writing. Action by written consent shall have the same force and effect as a unanimous vote of the Church Board members. Such written consent or consents shall be filed with the minutes of the proceedings of the Church Board.

Section 10. Manner of Acting

Except as otherwise provided in these Bylaws, the act of the majority of the Church Board present at a meeting at which a quorum is present shall be the act of the Church Board.

Section 11. Participation by Conference Electronics

Members of the Church Board or any committee thereof may participate in a meeting of such Church Board or committee by means of telephone conference, videoconference, or similar communication equipment whereby all those participating in the meeting can hear each other. Participation by such means shall constitute presence in person. When a meeting is conducted by means of telephone conference or similar communication equipment, a written record of the action taken at such meeting shall be made, noting participation of those who were present by means of such communication equipment.

Section 12. Minutes

Minutes of meetings of the Church Board shall be recorded and kept by a Secretary who shall have custody thereof and will be responsible for circulating copies to Church Board members in a timely manner.

ARTICLE 4 – Ministry Teams

Section 1. Appointment and Duties/Responsibilities

The Church Board may appoint such teams or committees to carry out the work of the Church Board as they deem necessary or convenient, with the individuals serving one (1) year terms without limitation for re-selection or until their successors are selected.

These teams or committees will function under the oversight of the Church Board or designated ministry staff and will undertake those tasks specifically delegated to them, which may be delineated in an operation and policy manual. The Church Board or its designees will select the members of each standing and special team and designate a chairperson of each team for the year. The chairperson will submit each team to the Church Board for approval annually. These teams or committees may or may not have a Church Board member participating.

Section 2. Advisory Teams/Committees

The Church Board may establish such advisory teams as are determined necessary or useful for the business and operations of the Church. These advisory teams shall not exercise the authority of the Church Board, shall have no vote or governance role, and shall have only such advisory duties and authority as prescribed by the Church Board. These teams will only exist for as long as the special task or need exists, as determined by the Church Board.

ARTICLE 5 – OFFICERS OF THE CHURCH

Section 1. Officers

The Officers of the Church shall be the Lead Pastor/President, Chairman of the Church Board, Secretary/Clerk, Treasurer, and such other Officers as the Church Board may appoint. No person may hold more than one of these offices at the same time.

Section 2. Election

Other than the Lead Pastor, who serves as President by virtue of his office, the Church Board shall elect by simple majority the Officers of the Church for one (1) year terms without limitation for reelection or until their successors are elected and qualified.

Section 3. Vacancies

A vacancy in any office because of death, resignation, removal, disqualification, or otherwise shall be filled by the Church Board.

Section 4. Compensation

The Church Board shall help determine the compensation of pastors and staff. Staff pastors shall recuse themselves from discussion and vote on their individual compensation.

Section 5. President/Lead Pastor

The Lead Pastor shall at all times simultaneously occupy the office of President, who may also moderate member meetings if the Church Board chooses rather than the Chairman. The Lead Pastor may designate another Church Board member to be President to handle all CEO duties as approved by the Church Board. The Lead Pastor and/or other Church Board members shall execute any necessary documents and instruments on behalf of the Church, except where the signing and execution thereof is expressly delegated by the Church Board to some other Officer or agent of the Church. The Lead Pastor shall have general day-to-day supervision, direction, and control of the business and affairs of the Church, subject to the Church

Board and members as outlined herein. The Lead Pastor shall have such other powers and duties as the Church Board prescribes from time to time. If the Lead Pastor/President takes any reasonable action that is intended as a corporate act, such action shall be as valid a corporate action as though it had been authorized at a meeting of the Church Board. This provision is made to allow the Lead Pastor the freedom to conduct the day-to-day business and affairs of the Church without the necessity of calling a Church Board meeting for every decision. This provision is not a license for the Lead Pastor to abuse his role by not seeking or disregarding the collective decisions of the Church Board.

A. Appointment

1. In the event of a vacancy, the Church Board shall constitute a nominating committee or may appoint its designees at a duly called Church Board meeting.
2. The Church Board shall choose the chairman for such nominating committee, and it shall proceed with as little delay as possible to find and present to the Church Board a Lead Pastor candidate. The candidate must evidence the biblical pastoral qualifications (Titus 1:6; 1 Timothy 3:1-7), heartily agree to the Articles, Constitution, including especially the full Statement of Faith, and Bylaws, and believe that God has truly led him to accept this office. The Church members shall inform the committee of any specific additional qualifications it desires in the Lead Pastor. The committee's recommendation of a specific candidate shall be submitted to the Church Board for further consideration and approval. Upon such approval, the Church Board shall give at least two (2) weeks' notice of a meeting at which it will allow the Church to hear the prospective Lead Pastor and then vote. At any meeting held for the election of a Lead Pastor, no name shall be considered, nor any nomination made, except that presented by the Church Board, and only one name shall be presented at a time. The vote shall be on the adoption of the recommendation of the Church Board. If three-fourths (3/4) of the active members present and voting (no abstentions shall be counted) approve the Church Board's recommendation, the Moderator shall declare the nominee elected as Lead Pastor. Should the Church Board's recommended candidate fail to receive the necessary three-fourths (3/4) majority vote, the Moderator shall declare the nominee not elected and shall refer the matter to the committee for further consideration. The meeting then shall be adjourned without debate.

B. Discipline or Termination

For the purpose of potential discipline and/or termination of the Lead Pastor, any ten (10) lay members may request that the Church Board call a meeting for that purpose (1 Timothy 5:19). Each lay Church Board member must receive written notice prior to this specially called meeting. The Lead Pastor may not be removed except by voluntary resignation or for gross error, defined as severe deviation from the teachings of the Bible as found in our Statement of Faith, for immoral/unlawful acts such as adultery or embezzlement, or for conduct which would tend to spiritually endanger and lead members of the Church away from the Lord, the God of the Bible. The Church Board shall determine by three-fourths (3/4) majority vote whether to administer disciplinary action, and if so, the action to be taken, or if the Lead Pastor should be removed from office. If the Church Board recommends removal, it shall then be submitted to the members at a special meeting with at least two (2) weeks' written notice and proper quorum. Three-fourths

(3/4) majority vote of the members present and voting is required to approve the removal recommendation before the termination action passes.

C. Responsibilities

As the Church, we believe that the Lead Pastor is responsible for the spiritual leadership of the Church, serving under the Chief Shepherd (1 Peter 5:1-4). He shall plan the worship, teaching, evangelistic, and prayer services of the Church as led by the Holy Spirit and shall seek to provide spiritual help and counsel to all in need of such as the Lord leads and enables. The Lead Pastor shall have in his charge the welfare and oversight of the Church and shall have the following responsibilities:

1. Conducting religious services on stated and special occasions and administering ordinances
2. Ministering to members of the Church and the community
3. Leading the preaching/teaching ministries of the Church, arranging for other preachers and workers to assist in special services, and arranging pulpit supply when he absent
4. Calling meetings of organizations and teams
5. Performing other duties that usually pertain to the office of Lead Pastor

Section 6. Secretary/Clerk

The Secretary, who shall be appointed annually by the Church Board, shall give proper notice to Church Board members of all Board meetings and keep a full and complete record of all the proceedings of the Church Board. The Clerk, who may or may not be the same person as the Secretary, shall keep minutes of the annual and special member meetings. The Clerk shall publish, or cause to be given, notice of all annual and special member meetings, shall be responsible for and supervise the keeping of records of the Church, shall have authority to sign his name to any instrument requiring it, and shall perform other duties of the office as prescribed by the Church Board.

Section 7. Treasurer

The Treasurer, who shall be appointed annually by the Church Board, shall have custody of the Church funds and securities donated to the Church, shall keep full and accurate accounts of receipts and disbursements in books belonging to the Church, and shall deposit all monies and other valuable effects in the name and to the credit of the Church in depositories designated by the Church Board. Those funds shall be paid out only by individuals designated by the Church Board. If required by the Church Board, the Treasurer shall give the Church a surety bond that shall hold him accountable for the faithful performance of the duties of his office and for the restoration to the Church. In the case of the Treasurer's death, resignation, retirement, or removal from office, all books, papers, vouchers, money, and other property of whatever kind in his possession or under his control belonging to the Church shall be promptly turned over to the Chairman of the Church Board.

Section 8. Chairman

The Chairman, who is annually elected by the Church Board, shall oversee the Church Board meetings and its functions, plan the agenda, and be responsible for the effective workings of the Church Board. The Chairman shall have such other powers and duties as the Church Board may prescribe from time to time.

ARTICLE 6 - OTHER LEADERSHIP

Section 1. Elders

A. Position

Elders are to serve the Church by carrying out pastoral duties and helping set the vision and direction for the Church. Elders should be able to teach and lead spiritually. Elders support the Lead Pastor and help direct and support various ministries of the Church.

B. Selection

The Lead Pastor shall automatically serve as the teaching Elder and on the Church Board. The current active Elders shall appoint from among the Church membership men who confess a clear call to serve as an Elder of the Church. Each Elder shall sign an individual covenant to be given and kept by the Lead Pastor and the Church.

C. Term

Lay elders shall serve for as long as the Elder's character and health is such as to merit serving in this capacity but shall be active on three (3) year terms and shall serve no more than two (2) consecutive three (3) year terms (6 years total) before taking at least a one (1) year sabbatical before being selected to serve again as an active Elder.

D. Termination

An Elder may be asked to step down if three-fourths (3/4) of the Elders determine a particular Elder is not meeting the qualifications defined in 1 Timothy 3. Any Elder in question shall recuse himself from a vote determining his continued service.

Section 2. Deacons

A. Selection

The Church Board shall select qualified, called, and willing people to serve and lead specific ministries of RCC. Deacons shall serve as a support to the Elders, staff, and members in functions such as baptism, communion, children's ministries, sound/set-up, congregational care, benevolence, etc.

B. Responsibilities

To act as servant-leaders in specific areas of ministry. The biblical foundations are found in Romans 16:1-12 and 1 Timothy 3:8b.

C. Termination

Deacons will serve for an indefinite period or as long as the Deacon's character and health merits serving in this capacity. The Church Board may ask a Deacon to step down if two-thirds (2/3) of the Church Board determines they are not meeting the biblical qualifications or are otherwise not fulfilling the expectations laid out for their role as Deacon.

ARTICLE 7 - Financial Matters

Section 1. Records of Finances

Adequate and accurate records for accounting of income and expenses, including contributions, shall be kept by the Treasurer. A monthly financial report will be presented to the Church Board. The monthly financial report may be made available upon request to any Church member.

Section 2. Deposits

The Church Board shall select banks, trust companies, or other depositories in which all funds of the Church not otherwise allocated shall be deposited to the credit of the Church.

Section 3. Checks

All checks or demands for money and notes of the Church shall be signed by such Officer(s) or other individuals as the Church Board designates. Any check or transfer of money over five thousand dollars (\$5,000.00) shall require authorization by two (2) disinterested Church Board members.

Section 4. Fiscal Year

The Church Board, in consultation with the Finance Team, shall have the power to fix, and from time to time change, the fiscal year of the Church. Unless otherwise fixed by the Church Board, the fiscal year shall be the calendar year. Accurate records shall be kept by all organizations of the Church and reports made on a fiscal year basis. All funds handled by any and all committees or teams shall be reported to the Church Board.

Section 5. Contracts

Unless the Church Board designates otherwise, all contracts shall require the signatures of both the Lead Pastor and the Chairman in order to bind the Church. In addition to the Officers authorized by these Bylaws, the Church Board may authorize other Officer(s) or agent(s) of the Church to enter into contracts or execute and deliver instruments in the name of or on behalf of the Church, including real estate transactions. Such authority may be general or confined to specific instances. All contracts for major services or expenditures should be reviewed by a competent attorney.

Section 6. Designated Contributions

The Church may accept any designated contribution, grant, bequest, or devise consistent with its general tax-exempt purposes, as set forth in the Articles of Incorporation. As so limited, donor designated contributions will be accepted for special funds, purposes, or uses as approved by the Church Board and such designations will generally be honored. However, the Church shall reserve all rights, title, interest in, and control of such contributions, as well as full discretion as to the ultimate expenditure or distribution thereof to assure that such funds will be used to carry out the Church's tax-exempt purposes.

Section 7. Budget and Audit

The Church Board, with the help of the Finance Team, shall prepare an inclusive budget, indicating by category the amount needed and sought for expenses, together with an annual strategic plan. The Finance Team shall conduct or arrange for an annual review or audit of a type and nature they deem appropriate. The budget shall be presented to the Church at the annual member meeting for discussion only.

Section 8. Benevolence Team

The Benevolence Team shall establish procedures to receive and disburse by check all funds allocated to them. It shall be the duty of this committee to determine needs of congregants or others in the community as they arise. The Benevolence Team shall consist of at least three (3) members and may also include Elders

or Church Board members. This team shall examine the need of the recipients of these designated funds under an approved Benevolence Policy.

Section 9. Purchase or Sale of Property and Borrowing

Neither Officers nor agents of the Church may purchase or sell real or personal property on behalf of the Church unless authorized by the Church Board, and in cases of real property, members vote in accordance with these Bylaws. Any borrowing of money must be approved by the Church Board, and any borrowing over \$50,000 or secured by Church property must be approved by a majority vote of the members.

ARTICLE 8 – Settlement of Disputes Within or Against the Church

Any dispute arising between or among Church members, Church Board members, or staff, may be resolved by the Church Board (or a duly appointed team from the Church Board) under the “ICC Rules of Procedure for Christian Conciliation” found at <https://www.aorhope.org/icc-rules>. All employees, contractors, and vendors of the Church should be asked to sign policies or contracts containing the Christian Dispute Resolution clause.

Any dispute between a member and the Church or its agents shall be resolved through Christian conciliation. Christian mediation should be attempted, but if it does not resolve the dispute, then legally binding Christian arbitration shall be employed by the Church Board or individuals selected by the Church Board in accordance with the “ICC Rules of Procedure for Christian Conciliation” found at <https://www.aorhope.org/icc-rules>. A decision shall be reached after prayerful consideration in a spirit of humility, with each arbitrator seeking that which most glorifies God and regards others before themselves.

Judgment upon an arbitration decision may be entered in any court having jurisdiction. Jurisdiction and venue shall be the county where the Church is located, and Commonwealth of Virginia law will apply to the dispute. Members, Church Board members, staff, and/or third party vendors/contractors should understand that these methods shall be the sole remedy for any controversy or claim arising against the Church and expressly waive their right to file a lawsuit in any civil court against one another or the Church for such disputes, except to enforce an arbitration decision. In that case, judgment upon an arbitration award may be entered by any court having competent jurisdiction, in conformity with the laws of the Commonwealth of Virginia. Notwithstanding the above provision, to protect the Church and its members the Church is required to maintain liability insurance under its risk policy procedures. Therefore, this conflict provision is conditioned upon agreement by the Church’s insurers that, considering the particular facts and circumstances surrounding the disputed matter, this provision and the process it establishes will not diminish any insurance coverage maintained by the Church. Moreover, the arbitrators cannot adjudicate any issue that a civil court can not adjudicate due to jurisdiction based on religious liberty or church autonomy issues unless the Church gives its written consent.

ARTICLE 9 – Indemnification

Any person made or threatened to be made a party to any action or proceeding, whether civil or criminal, by reason of the fact that they or their testator is or was a Church Board member, Officer, employee, or

agent of the Church, may be indemnified by the Church and the Church may advance their related expenses to the full extent permitted by law. The Church may purchase and maintain insurance to indemnify: (a) itself for any obligation it incurs as a result of the indemnification specified above, and (b) its Church Board and Officers.

ARTICLE 10 – Amendment

Upon recommendation of the Church Board, these Bylaws may be adopted or amended at any regular or special member meeting by a two-thirds (2/3) vote of all voting members present. Written notice of the proposed amendments shall be made at all services on at least two (2) consecutive Sundays immediately prior to such a meeting.

[illegible]

I, the undersigned Secretary of **RESTON COMMUNITY CHURCH**, do hereby certify that the above Constitution & Bylaws were adopted on _____ by the members at a duly called meeting and that this Constitution & Bylaws are current and in operation as of that time.

Secretary

Date _____