

**By-Laws
Of
Oasis Church
Rochester, MN**

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ARTICLE 1: OFFICE

Section 1: Principal Office

The principal office of Oasis Church is located in Olmsted County, State of Minnesota.

Section 2: Change of Address

The designation of the County or State of Oasis's principal office may be changed by amendment to these by-laws. The Leadership Council with majority approval from the congregation may change the principal office from this location to another within the named county by noting the changed address and effective date in the church's annual report.

ARTICLE 2: NONPROFIT PURPOSES

Section 1: IRC Section 501(c) (3) Purposes

This organization is organized exclusively for one or more of the purposes as specified in Section 501 (c) (3) of the Internal Revenue Code, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501 (c) (3) of the Internal Revenue Code.

Section 2: Mission and Values

The vision, mission and values of Oasis Church are provided in Article 3 of the Oasis Church Constitution.

ARTICLE 3: STRUCTURE

Section 1: Government

The governmental structure of this church will be congregational in nature.

Section 2: Organization

The ministry teams, pastoral staff and officers are responsible for facilitating the ministries and operations of the church. The ministry teams, pastoral staff and officers will report to the Leadership Council, which is accountable to the church membership.

Section 3: Fiscal Year

The church fiscal year will run July 1 through June 30th.

Section 4: Officers

To facilitate the ministries and operation of the church, the following positions are designated as officers of the church.

- Leadership Council
- Leadership Council Chairperson
- Financial Secretary
- Treasurer
- Ministry Team Directors

Section 5: Qualification of Officers

- A. The qualifications of all officers will be the principles and virtues listed in I Timothy 3:8-13 and Titus 1: 6-9.
- B. Leadership Council members, Financial Secretary, and Treasurer must be a constitutional member in good standing for at least one year.
- C. Ministry Team Directors must be a member in good standing for at least one year.

Section 6: Terms of Office

- A. Leadership Council members will be confirmed for two-year terms with a maximum of four consecutive terms. Leadership Council members will assume their duties on May 1 or, in case of election at some time other than the annual election, as specified by the Leadership Council.
- B. The Leadership Council Chairperson will be selected annually from the elected Leadership Council members. A member of the pastoral staff may not be the Leadership Council Chairperson.
- C. The Financial Secretary, and Treasurer will be appointed by the Leadership Council for two-year terms. The Financial Secretary will be appointed to office on even-numbered years and the Treasurer appointed on odd-numbered years.
- D. The Ministry Team Directors will be appointed by the Leadership Council for one-year terms.
- E. Officers appointed by the Leadership Council will assume their duties on July 1. In the case of a special appointment to fulfill a vacant term, duties will begin as specified by the Leadership Council at the time of appointment.

Section 7: Duties of the Officers

I. Leadership Council Members

Leadership Council members will strive to be examples for the church. Duties of the Leadership Council as a whole are defined in Article 4 of these by-laws.

II. Leadership Council Chairperson

The Leadership Council Chairperson, or a designated representative (another Leadership Council member), is the presiding officer of council meetings, Ministry Team Directors meetings and all quarterly and specially called church congregational meetings.

The Leadership Council Chairperson will verify that a valid quorum is present at all congregational meetings when voting is required.

The Leadership Council Chairperson is to facilitate, encourage and support the wellbeing of the pastoral staff.

III. Financial Secretary

The Financial Secretary will maintain a record of all funds received and deposit same, in the name of the church, in a bank as directed by the Treasurer. The Financial Secretary will make contribution envelopes available and will provide regular statements to each contributor. The Financial Secretary will work under the supervision of the Operations Ministry Team.

IV. Treasurer

The Treasurer will maintain records of all funds deposited and withdrawn from the church accounts. The Treasurer will pay, by traceable means, all approved obligations of the church and will make detailed reports to the church at quarterly congregational meetings and at the annual meeting. The Treasurer will work under the supervision of the Operations Ministry team.

V. Ministry Team Directors

Each Ministry Team Director will develop an annual plan, with team members, to develop and implement programs that are consistent with the short and long term goals established by the Leadership Council.

Each Ministry Team Director will seek and appoint team members according to their talents, gifts and expressed interests.

Each Ministry Team Director is responsible to the Leadership Council for the communication of goals, plans, accomplishments and activities of their respective teams.

Each Ministry Team Director will have their team's minutes published and distributed to the other team leaders and the Leadership Council on a timely basis to facilitate communication between teams and to avoid conflicts.

At least quarterly, there will be a meeting of all Ministry Team Directors and members of the Leadership Council.

Section 8: Additional Officer Responsibilities

- A. Each officer will provide reports to the Leadership Council or church membership as required.
- B. Each officer may have additional duties as designated in the Manual of Operations.

Section 9: Removal of Officers

I. Appointed Officers

The Leadership Council may remove any appointed officer for failure to fulfill the responsibilities of the office or conduct impairing the officer's effectiveness.

II. Confirmed Officers

The Leadership Council may remove any confirmed officer for failure to fulfill the responsibilities of the office or conduct impairing the officer's effectiveness, with the approval of the congregation.

III. Removal Process

Proposals for removal of any officer may be made by;

- ◆ A written request for the dismissal of an officer that is signed by twenty percent of the church membership or
- ◆ A three-fourths majority vote of the full Leadership Council recommending removal of an officer.

The Leadership Council will review the proposal before any action may be taken. The Leadership Council's review will be conducted as described in Matthew 18:15-20.

In the case of an appointed officer, if the review determines such action is necessary, a recommendation for dismissal will be made at a meeting of the Leadership Council. The church membership will be notified in writing of the removal within two weeks of such action.

In the case of a confirmed officer, if the review determines such action is necessary, a recommendation for dismissal will be made at a meeting of the church membership. A

written notice of the meeting will be mailed two weeks prior to the meeting. The action will be determined by closed ballot of the “voting body” with a simple majority required to carry the motion for removal.

Section 10: Officer Vacancies

Any vacancy of an officer position, other than the Leadership Council, will be filled by the Leadership Council. In the event of a vacancy in the Leadership Council, the Leadership Council will find a nominee to bring forward for approval by the church membership at a called congregational meeting.

ARTICLE 4: LEADERSHIP COUNCIL

Section 1: Number of Members

The Leadership Council will include a minimum of four confirmed constitutional members and the Senior Pastor. Changes to the minimum number of council positions may be authorized at any regular or called congregational meeting of the church by a two-thirds vote of a "voting body" prior to the annual meeting. Notice of such a proposal will have been given from the pulpit on two successive Sundays in advance, and a copy of the proposal will have been posted in a conspicuous place during the same period.

Section 2: Qualifications

Refer to Article 3, Section 5 of this document.

Section 3: Terms of Office

Leadership Council members will be confirmed for a two-year term with a maximum of four consecutive terms of service.

Section 4: Responsibilities

The Leadership Council’s primary responsibilities are to:

- Seek to discern and understand God’s will for the church.
- Establish, direct and fulfill the vision and mission of the church.
- Assume responsibility for the internal caregiving ministry.
- Communicate regularly with the congregation on the state of the church.
- Establish doctrinal positions, as appropriate.
- The Leadership Council is responsible to identify Leadership Council candidates that are qualified per the requirements of these by-laws and are representative of the church body. The nominations will be presented to the congregation for confirmation at least three weeks prior to the spring quarterly meeting.
- Investigate, recommend and implement any disciplinary actions towards church members or staff, following the principles in Matthew 18: 15-20.

- Have the ultimate responsibility for the administration of all church business, and is subject to the final authority of the congregation. It will delegate administrative duties to the ministry teams as deemed appropriate while continuing to exercise well informed oversight.

Section 5: Regular Meetings

Regular meetings of the Leadership Council will be held at least once a month. The Chairperson of the Leadership Council may call any special meeting of the Leadership Council. Meeting quorum will be considered 2/3 of the Leadership Council.

ARTICLE 5: MINISTRY TEAMS

Section 1: Function

The work of the Ministry Teams will be in accordance with the vision, mission and purpose of the church as stated in the Constitution. The primary functions of Ministry Teams are to develop and implement programs that will achieve the goals and targets as established by the Leadership Council.

Section 2: Structure

The Ministry Teams are aligned with the key values and operations of the church. As defined in the Church's Constitution, the three primary values of Oasis are: Reaching Up, Reaching In and Reaching Out. There will be a Ministry Team focused on each of these values. There will also be Ministry Teams that will focus on the following areas: Youth, Children and Operations.

The Ministry Teams structure will be as follows: a Team Director responsible for the overall operation of the team, Program Coordinators responsible for the specific programs within the team and other team members that will participate within the team as necessary.

I. Ministry Team Directors

The Ministry Team Directors are the main administrative officers of the church and the primary leaders of their respective teams. The Ministry Team Directors, with the advice and support of the Leadership Council, will appoint Program Coordinators for each of the programs identified for their team.

Ministry Team Directors will facilitate the involvement of the church body, individually and corporately, in opportunities as needed. They will also supervise the expenditure of monies budgeted to it or otherwise designated for its use.

Ministry Team Directors will meet the qualifications and perform their duties as defined in Article 3 of this document.

II. Program Coordinators

Program Coordinators develop, implement and maintain specific programs within the Ministry Team. They are active participants on the Ministry Team and are accountable to the Ministry Team Director.

Program Coordinators are encouraged but not required to be members of the church, unless the position they are filling is identified as an officer of the church. Refer to Article 3 of this document for the description and qualifications of officers. All Program Coordinators will be ratified by the Leadership Council.

Program Coordinators may recruit other individuals to assist with the implementation of the program as they deem necessary.

III. Ministry Team Members

Ministry Team Members are recruited by the Ministry Team Director or Program Coordinator to assist within a program on the team. The number of members and duration of participation will be determined by the Program Coordinator or Ministry Team Director.

Ministry Team members are encouraged but not required to be members of the church.

Section 3: Ministry Teams

I. Reaching In Team

This team facilitates the spiritual growth of the congregation by providing opportunities to define and develop one's spiritual gifts. The team will also provide opportunities for individuals to develop relationships with other attenders through fellowship and small group activities. They will also provide opportunities to study and apply biblical truths.

➤ Program Coordinators:

- Small Groups
- Fellowship
- Spiritual Formation

II. Reaching Out Team

This team assists the church body to accomplish the evangelism mandates given by Christ in scripture (e.g. Matt. 25:31-46, Matt. 28:19). In doing so, this team will exercise supervision of all corporate reaching out interests and activities and encourage and equip the congregation to reach out personally, locally and globally. It will also make the church regularly aware of human and social needs which demand the concern of the congregation.

➤ Program Coordinators:

- Local
- Global
- Newcomer Assimilation
- Communication

III. Reaching Up Team

This team assists the pastoral staff in the supervision of all aspects of the church services. It will help the church body, both individually and corporately, develop effective prayer skills, provide participation in worship, seek God's guidance and encourage members to be good stewards of the time, talents, and resources God has entrusted to them for the advancement of his kingdom.

➤ Program Coordinators:

- Worship
- Prayer
- Stewardship

IV. Youth Ministry Team

Under the leadership of the Youth Director, this team assists the pastoral staff and church body to work with the youth. The team will reach out to unsaved youth, as well as teach and encourage those who are saved, in ways relevant to youth culture.

➤ Program Coordinators:

- Middle School
- Sr. High

V. Children's Ministry Team

Lead by the Children's Ministry Director, this team will provide programs of Bible-based instruction and age-appropriate learning. The team will be in charge of providing Sunday School instruction and children's worship time.

➤ Program Coordinators:

- Nursery
- Pre-school
- Grade School

VI. Operations Team

This team assists the church body to accomplish the overall mission of the church by supervising all activities involving the operation and maintenance of the church facilities.

This team also oversees all financial matters of the church and supervises the expenditure of moneys budgeted by the Ministry Teams. This team will compile and present in writing a proposed budget for the coming fiscal year to the Leadership Council for review and recommendation to the church for approval. This team will be the focal point for recommendations regarding all staff positions, salaries, benefits, hours, and other compensation. The Treasurer and Financial Secretary will be members of this team.

➤ Program Coordinators:

- Facilities
- Treasurer
- Financial Secretary

ARTICLE 6: ADDITIONAL COMMITTEES

Section 1: Task Forces

The Leadership Council will have responsibility for overseeing the functions of all task forces, unless otherwise delegated to an appropriate Ministry Team by the Leadership Council.

Task force members are encouraged but not required to be members of the church. All task force members are ratified by and report to the Leadership Council or appropriate Ministry Team.

Section 2: Audit Committee

An audit committee of three members will be appointed by the Leadership Council. This committee is to serve for a period of one year. Members will audit the books of the Financial Secretary and Treasurer once a year, and at other times as the Leadership Council may direct, and will submit a written report to the church at the Annual Meeting.

Section 3: Auxiliary Organizations

To be recognized as an auxiliary organization of the church, an organization must have its initial plans approved by the Leadership Council.

Meetings of auxiliary organizations will be coordinated with the church calendar.

Each organization will present a report concerning its activities and finances to the church at the Annual Meeting.

ARTICLE 7: MEMBERSHIP

There are two categories of membership in the church: Constitutional Member and Member. Refer to Article VI of the Oasis Church constitution for a description of membership qualifications, procedures for membership, membership covenant, voting rights, and termination.

ARTICLE 8: CONGREGATIONAL MEETINGS

Section 1: Public Worship

A. The church will meet weekly for worship.

B. Other worship services may be scheduled with Leadership Council approval.

C. The Lord's Supper will be celebrated at such times as determined by the Leadership Council.

Section 2: Other Meetings

Groups concerned with the function of the church will meet as necessary to accomplish their tasks.

Section 3: Church Congregational Meetings

- A. A minimum of one church congregational meeting will be conducted each quarter.
- B. The agenda for quarterly church congregational meetings will be posted, in a conspicuous place, at least one week prior to the meeting.
- C. Special congregational meetings of the church may be called at any time by the Leadership Council, the Senior Pastor, or upon written request of a quorum of the membership. The written request will be submitted to the Leadership Council Chairperson.
- D. There will be an annual congregational meeting of the church, no later than the second full week of August, to review and comment on the annual report. Notice of this meeting will be given from the pulpit at least two weeks in advance, and a copy of the announcement will be posted in a conspicuous place. The annual report will be published and distributed to all members prior to the annual meeting.
- E. During the spring quarterly congregational meeting, the proposed budget for the coming fiscal year (July-June) will be reviewed and voted on.

Section 4: Voting/Quorum

I. Qualifications of Voters

Refer to Article VI, Section 6 of the Oasis Church constitution.

II. Proxy Voting

There will be no voting by proxy.

III. Absentee Ballots

Absentee ballots will be allowed for the confirmation of officers, constitutional amendments, the calling of a pastor or as determined by the Leadership Council. The ballot will be provided when requested by an eligible voter and must be received and validated by the church clerk prior to the meeting.

Absentee ballots may be made null and void if there is a change to the ballot at the congregational meeting the voting is scheduled.

IV. Congregational Meeting Quorum

A meeting quorum will consist of at least 20% of all qualified voters and not less than 15 qualified voters.

V. Voting Body

A "voting body" will consist of all qualified voters as defined by the church constitution, present and voting, plus any validated absentee ballots, provided the congregational meeting quorum requirement has been met. When a "voting body" is not specified within these by-laws, a motion is carried by a simple majority vote of those voting on the motion, provided there is quorum.

VI. Confirm

To confirm means to approve and sanction formally without changes. Ratification requires a simple majority vote of those voting, unless otherwise specified by the Constitution or By-laws.

Section 5: Election of Officers

I. Elections

The confirmation of officers will be held on the Sunday of the week of the spring quarterly congregational meeting.

II. Procedure

The slate of nominees will be posted fifteen days prior to the confirmation vote.

All confirmation votes will be by written ballot. The offices will be filled by the persons being nominated by the Leadership Council, provided they receive a simple majority of the ballots cast. If a position cannot be filled because the lack of a majority, the Leadership Council will be required to propose a new nomination.

ARTICLE 9: PASTORAL STAFF

Section 1: Definition

Pastoral staff will be considered those positions recognized by the Leadership Council bound to perform pastoral duties, as defined in the job description.

Section 2: Qualifications

All members of the pastoral staff will have a ministry degree or comparable experience, be a constitutional member of the church and willing to be licensed.

Section 3: Duties

I. Senior Pastor

The Senior Pastor will provide leadership and spiritual vision for the church in collaboration with the Leadership Council. The duties of the Senior Pastor will be defined in the senior pastor's job description. These duties will include, but are not limited to, preaching the gospel, administering the ordinances, and developing the spiritual growth of the church. The Senior Pastor will be a member of the Leadership Council and an ex-officio member of ministry teams, and all committees of the church and its auxiliary organizations. The Senior Pastor is responsible for the supervision and guidance of all other members of the pastoral staff.

II. Other Pastoral Staff

The duties of other members of the pastoral staff will be determined by the Leadership Council and set forth in a job description when the staff member is hired. Pastoral staff will be responsible first to the Senior Pastor and then to the Leadership Council.

Section 4: Establishment of Pastoral Staff Relationship

I. Selection and duties of Search Team

When it is necessary to call pastoral staff members, a representative Search Team consisting of three members from the Leadership Council and four constitutional members at large will be named by the Leadership Council and ratified by the church. The Search Team will seek a suitable person for a pastoral position and will arrange for the church to become acquainted with the person. In seeking a suitable person, the Search Team will consult the leaders of the Minnesota Baptist Conference (MBC) and take suggestions from the members of the church. It will investigate the merits of the person, giving consideration to; personal character, education, ministerial record and abilities. The Search Team, in consultation with the finance officers of the church, will also formulate the terms of the call.

II. Extension of the Call

The recommendation of the Search Team concerning the call of pastoral staff and the terms of such call will be presented to the church at a specially called congregational meeting. Notice of such meeting and its purpose will be read from the pulpit one week prior to the meeting and a written notification sent to all members. Quorum for this meeting will consist of at least 40% of the constitutional members.

A vote of two-thirds of a "voting body" will be necessary to extend a call to anyone under consideration. Only one candidate will be presented to the church at one time. The vote will be by written ballot. When the call has been approved, it will be sent to the candidate by the church clerk. The candidate's written acceptance of the call will establish the pastoral relationship as of the date agreed upon by the church and the candidate.

Section 5: Working arrangements of the Pastoral Staff

I. Terms of employment

Pastoral staff member's salary, expenses, provisions for vacation, other benefits and opportunities for service and growth will be fixed at the call and will be reviewed at least annually by the Leadership Council. Either the Leadership Council or a pastoral staff member may initiate requests for service or growth opportunities.

II. Relationships among Pastoral Staff members

Pastoral staff members will first report to the Senior Pastor and then to the Leadership Council. The working arrangements between the Senior Pastor and pastoral staff will be reviewed at least semi-annually by the Leadership Council.

Grievances or disputes between the Senior Pastor and other pastoral staff member(s) are to be brought by either party to the Leadership Council Chairperson for conciliation, following the guidelines given in scripture (Matt. 18:15-20). If this is not effective, the matter will be brought before the Leadership Council. If the dispute cannot be resolved, the Leadership Council may recommend dismissal of one or all parties.

Grievances or disputes between pastoral staff members will be brought before the Senior Pastor for conciliation. If a satisfactory agreement cannot be reached the matter will be handled as described above in the previous paragraph.

Section 6: Dissolution of Pastoral Relationship

I. Resignation Submittals

When a member of the pastoral staff plans to resign, a written resignation should be submitted to the Leadership Council at least thirty days prior to leaving the position. The Leadership Council will meet with the pastoral staff member before the resignation is presented to the church at a regular or specially called congregational meeting.

II. Dissolution Requests

Any request for the dissolution of a pastoral staff relationship will be referred to the Leadership Council for its consideration before any action may be taken by the church.

Proposals for dissolution will be considered when:

1. There is a written petition for the dismissal of a pastoral staff member that is signed by thirty three percent of the constitutional membership of the church.

2. A 75% majority vote of the full Leadership Council recommending removal of a pastoral staff member. If the pastoral staff member under consideration for dismissal is the senior pastor, the senior pastor will not have a vote.

III. Dissolution Request Review

The Leadership Council will review and conduct a full investigation in accordance with the guidelines provided in Matthew 18:15-20.

If after a full review it is the recommendation of the Leadership Council to pursue dissolution, the Leadership Council will proceed with the dissolution as outlined in the Dissolution Process listed below.

If the Leadership Council does not recommend the dissolution of the pastoral staff relationship, the Leadership Council will meet with the signers of the petition and the pastoral staff member. If the signers of the petition agree with the Leadership Council's recommendation, the signers of the petition, the pastoral staff member and the Leadership Council will determine the level of information to be released to the congregation, if any.

If the signers of the petition do not agree with the Leadership Council's recommendation, they may request the Leadership Council to begin the dissolution action as outlined in the Dissolution Process listed below.

IV. Dissolution Process

The Leadership Council will call a meeting of the church membership within two weeks after a written notice is mailed to all members. Quorum for this meeting will consist of at least 40% of the constitutional members.

The action will be by closed ballot with a two-thirds majority vote of a "voting body" required to carry the motion for dissolution. Absentee ballots will not be permitted for the voting on the dismissal of a pastoral staff member.

V. Dissolution Actions

If the pastoral staff relationship is to be terminated, written notification of the action will be presented to the pastoral staff member within one week of the dissolution vote. If, in the judgment of the Leadership Council, the continuance of the pastoral staff member's ministry would be undesirable, the relationship will be discontinued immediately. Salary and benefits for dismissed pastoral staff will be continued for thirty days.

In the event that a pastoral staff member wins a vote of confidence of the church and is not dismissed, all officers advocating the removal of the pastoral staff member will automatically relinquish their offices.

Section 7: Evaluation of Pastoral Staff

The Leadership Council will annually review the performance of each member of the pastoral staff. This written review will compare performance to the objectives set forth in the job description. A copy of the review will be given to the staff member and the staff member will have an opportunity to respond before the Leadership Council. Copies of the final review will be retained within the Leadership Council files.

Upon completion of performance reviews, the Leadership Council will review and revise (if necessary) the job descriptions of each pastoral staff member. Any substantial changes will be brought before the church body for ratification.

ARTICLE 10: OTHER STAFF

Other staff positions will be established at any regular or called meeting of the church. All staff will be under the general supervision of the Leadership Council with direct supervisory responsibilities assigned to the Senior Pastor.

Salaries and vacations will be fixed at the time of employment and may be changed upon recommendation of the finance officers and Leadership Council and ratification at a church congregational meeting.

The Leadership Council will present a written description of duties and responsibilities for each staff position.

If deemed essential by the Leadership Council, a Search Team consisting of at least three constitutional members from the Congregation and one member of the Leadership Council will be formed to seek a suitable person for the position. The search team will investigate the merits of the candidates, giving consideration to; personal character, education, experience and abilities. The Search Team, in consultation with the finance officers of the church, will also formulate the financial terms of the position.

ARTICLE 11: MANAGEMENT OF CHURCH PROPERTY

Section 1: Mortgage

Any mortgage of the church property (real or personal) must be ratified by the church.

Section 2: Conveyance of Property

Every removal or sale of church property that is expected to have a current value of more than \$750.00 will be ratified by the church. The removal or sale of church property less than \$750.00 will have the approval of the Operations team.

Section 3: Purchase of Non-Budgeted Property

All expenditures for any one item in any one fiscal year not provided for in the budget will require the Treasurer's approval for amounts over \$100.00 and church ratification for amounts over \$1000.00. Any expenditure that requires church ratification will have prior Leadership Council approval.

Section 4: Division of Church

In case of a division of the church, the church properties will belong to those constitutional members who remain with the original church.

Section 5: Dissolution

Should conditions arise when, for any reason, the church work cannot continue, the church properties will be transferred to the Minnesota Baptist Conference.

Section 6: Consolidation

Should conditions arise where a consolidation with another church of the Baptist General Conference be advisable, the Leadership Council will be authorized by the church to negotiate the terms of such a consolidation insofar as the property is concerned. A report of such agreement must be made to the church and approval granted by a two thirds majority of the church constitutional membership before any legal papers are signed.

ARTICLE 12: RECORDS

The following records will be kept at the church's principal office:

- Minutes of all meetings of Leadership Council, Ministry Teams, ad hoc committees, all meetings of members.
- A record of membership, indicating names and addresses and the type of membership held by each member.
- A copy of the Articles of Incorporation and By-laws as amended to date, which will be open to inspection by members.
- A copy of the Annual Report
- Financial statements
- Staff records
- Robert's Rules of Order

ARTICLE 13: TAX EXEMPT PROVISIONS

Section 1: Limitations On Activities

No substantial part of the activities of Oasis Church will be the carrying on of propaganda, or otherwise attempting to influence legislation [except as otherwise provided by Section 501 (h) of the Internal Revenue Code], and Oasis Church will not participate, or intervene in (including the publishing or distribution of statements), any political campaign on behalf of, or in opposition to, any candidate for public office.

Notwithstanding any other provisions of these Bylaws, this corporation will not carry on any activities not permitted to be carried on (a) by a corporation exempt from federal income tax under Section 501 (c) (3) of the Internal Revenue Code, or (b) by a corporation, contributions to which are deductible under Section 170(c) (2) of the Internal Revenue Code.

Section 2: Private Foundation Requirements and Restrictions

In any taxable year in which this corporation is a private foundation as described in Section 509(a) of the Internal Revenue Code, the corporation 1) will distribute its income for said period at such time and manner as not to subject it to tax under Section 4942 of the Internal Revenue Code; 2) will not engage in any act of self-dealing as defined in Section 4941 (d) of the Internal Revenue Code; 3) will not retain any excess business holdings as defined in Section 4943(c) of the Internal Revenue Code; 4) will not make any investments in such manner as to subject the corporation to tax under Section 4944 of the Internal Revenue Code; and 5) will not make any taxable expenditures as defined in Section 4945(d) of the Internal Revenue Code.

ARTICLE 14: PARLIAMENTARY AUTHORITY

The rules contained in *Robert's Rules of Order*, will guide the church in all cases to which they are applicable and in which they are not inconsistent with the Constitution, the By-laws, or the special rules of order of this church.

ARTICLE 15: AMENDMENTS

As specified in Article VII of the Constitution.

ARTICLE 16: DOCUMENT LIMITS

These By-laws will be reviewed for possible revision and its authority reaffirmed every five years.