

	The By-Laws of Christ's Church of the Valley	
	Document Number: BL1001	Revision: C
	Page 1 of 9	

Approval

Originator	Reviewer	Approver
Brian Jones	Kevin Stone	Brian Jones

Revision History

Rev.	Date	Originator	Summary of Changes
A	11/15/05	Brian Jones	Formatted for inclusion in the CCV Management System.
B	11/27/07	Brian Jones	Added allowance that one Leadership Team member not be a CCV member.
C	12/26/07	Brian Jones	Changed fiscal year from September 1 st - August 31 st to January 1 st - December 31 st .

1. Name and Purpose

1.1 Name

- 1.1.1 The name of this congregation shall be Christ's Church of the Valley abbreviated as "CCV."

1.2 Statement of Purpose

- 1.2.1 Christ's Church of the Valley, located in Montgomery County, Pennsylvania, shall exist as an Independent Christian Church, founded upon the faith and practices of the church as it is found in the New Testament.
- 1.2.2 Christ's Church of the Valley shall maintain fellowship and be identified with Independent Christian Churches across the country.
- 1.2.3 The purpose of these by-laws is to provide mutually agreed upon guidance for the operational matters of congregation faith and life.

1.3 Autonomy

- 1.3.1 This congregation shall forever remain free and independent of all other organizations, religious or secular, within the limitations imposed by the laws of the state of Pennsylvania and the United States of America.

1.4 Organizational Purpose

- 1.4.1 Christ's Church of the Valley is organized exclusively for charitable, religious, and educational purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt

Christ's Church of the Valley Internal Use Only

*All hardcopy versions of this document are uncontrolled.
Check the Christ's Church of the Valley Intranet website to verify that this document represents the current version before use.*

CHRIST'S CHURCH <small>OF THE VALLEY</small>	The By-Laws of Christ's Church of the Valley	
	Document Number: BL1001	Revision: C
	Page 2 of 9	

organizations under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

1.5 Earnings

- 1.5.1 No part of the net earnings of Christ's Church of the Valley shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof.
- 1.5.2 No substantial part of the activities of Christ's Church of the Valley shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.
- 1.5.3 Notwithstanding any other provision of this document, the organization shall not carry on any other activities not permitted to be carried on by an organization exempt from Federal Revenue Code, or corresponding section of any future federal tax code.

1.6 Dissolution

- 1.6.1 Upon the dissolution of the organization, any remaining assets will be given to Orchard Group, Inc. (formally GYCM, Inc.) of New Jersey.

2. Membership

2.1 Admission

- 2.1.1 The terms of admission to this congregation are: (1) Faith in Jesus Christ as the Son of God, (2) Repentance from sin, (3) Confession of faith, (4) Baptism by immersion in water for the remission of sins, and (5) Signing of the Membership Covenant.
- 2.1.2 Members of other congregations who have already made profession of their faith in Christ and have been baptized by immersion may become members of this congregation by signing of the Membership Covenant.

Christ's Church of the Valley Internal Use Only

*All hardcopy versions of this document are uncontrolled.
Check the Christ's Church of the Valley Intranet website to verify that this document represents the current version before use.*

CHRIST'S CHURCH <small>OF THE VALLEY</small>	The By-Laws of Christ's Church of the Valley	
	Document Number: BL1001	Revision: C
	Page 3 of 9	

2.2 Responsibilities

- 2.2.1 Each member shall live a dedicated, committed, and Christ-like life. Each member shall serve in areas for which they are gifted and regularly set aside, as God has prospered, financial gifts and offerings to support the work of this congregation.
- 2.2.2 Members of the church shall not be personally liable, solely because of such membership, for the debts of the church.

2.3 Active Member

- 2.3.1 Any person who the church staff has determined has met the requirements and accepted the responsibilities of admission and has signed the Membership Covenant shall be placed on the membership roll as an active member.
- 2.3.2 Active members are indicated as such through "active status" in the church database.

2.4 Inactive Member

- 2.4.1 If a member of this congregation has not attended weekend worship services for a period of three months, and if such absence is not for illness or temporary absence from the community, that member shall become an inactive member and shall not be eligible to vote in a congregational meeting.
- 2.4.2 A person may be restored to active membership by making a statement to the church staff of his or her intent. The church staff may then restore voting privileges after sixty days.

2.5 Discipline

- 2.5.1 In cases where a member becomes unwilling to place themselves under the authority of the Word of God, that member shall be disciplined by the church staff. In all cases, the model found in the New Testament shall be followed (Matthew 18:15-18, 1 Corinthians 5:1-13, 2 Corinthians 2:5-8, 2 Thessalonians 3:6-15, James 5:19-20).
- 2.5.2 If the church staff deems the person unresponsive, they shall remove the person's name from the membership roll.

Christ's Church of the Valley Internal Use Only

*All hardcopy versions of this document are uncontrolled.
Check the Christ's Church of the Valley Intranet website to verify that this document represents the current version before use.*

CHRIST'S CHURCH OF THE VALLEY	The By-Laws of Christ's Church of the Valley	
	Document Number: BL1001	Revision: C
	Page 4 of 9	

2.5.3 A person may be restored to membership only by action of the church staff and upon re-signing of the Membership Covenant.

3. Congregational Meetings

3.1 Annual Business Meeting

3.1.1 An annual business meeting of the congregation shall be held each year, at a date and time designated by the Senior Pastor.

3.1.2 The final expense budget total and giving goal for the upcoming year is presented to the congregation in addition to an update on church business matters.

3.2 Congregational Meeting to Select a New Senior Pastor

3.2.1 At Christ's Church of the Valley we believe in empowering teams of people to do ministry as guided by policies set by the Senior Pastor, Executive Pastor, and church staff.

3.2.2 As a result, unlike many congregations, we only have congregational votes for one purpose: to select a new Senior Pastor.

3.3 Quorum Needed

3.3.1 A quorum for the selection of a new Senior Pastor shall consist of at least fifty-one percent of the active members of the congregation.

3.3.2 A vote to select a new Senior Pastor must receive no less than an eighty percent affirmative vote to become effective.

3.4 Voting Eligibility

3.4.1 The right to vote at a congregational meeting to select a new Senior Pastor shall be limited to persons listed as active members on the membership roll who are at least eighteen years of age and have been active members of the congregation for at least three months prior to the meeting.

4. Fiscal Year

4.1 Fiscal Year

4.1.1 The fiscal year of the corporation shall be January 1st to December 31st.

Christ's Church of the Valley Internal Use Only

*All hardcopy versions of this document are uncontrolled.
Check the Christ's Church of the Valley Intranet website to verify that this document represents the current version before use.*

CHRIST'S CHURCH <small>OF THE VALLEY</small>	The By-Laws of Christ's Church of the Valley	
	Document Number: BL1001	Revision: C
	Page 5 of 9	

5. Church Leadership

5.1 Leadership Team

5.1.1 At Christ's Church of the Valley we believe that the church should be led by those with the spiritual gift of leadership. Therefore, up to six people with this gift (and other complimentary gifts) will serve with the Senior Pastor on the "Leadership Team."

5.1.2 All final congregational authority shall be vested in the Leadership Team.

5.2 Senior Pastor and Leadership Team Roles

5.2.1 Christ's Church of the Valley is a staff led church under the servant leadership of the Senior Pastor.

5.2.2 The Leadership Team exists to assist the Senior Pastor in fulfilling his/her calling. As such, the Leadership Team exists to serve five specific functions:

5.2.2.1 Serve as the primary care group for the Senior Pastor.

5.2.2.2 Provide a sounding board for the Senior Pastor as he senses the next steps for the church.

5.2.2.3 Hold the Senior Pastor accountable for the performance of the church.

5.2.2.4 Serve a fiduciary responsibility to the church by determining salary increases for the Senior Pastor, approving the annual budget, and holding the Senior Pastor accountable for the financial health of the church.

5.2.2.5 Hire/fire the Senior Pastor.

5.3 General Regulations

5.3.1 No person shall be appointed to the Leadership Team who is not a mature Christian.

5.3.2 The Leadership Team shall be chosen from people who are active members of the congregation and who are committed and dedicated to serving Jesus and His people. However, allowance is made for one member of the Leadership Team to be someone who is not a CCV member, but a Christian leader from another Independent Christian Church congregation. That person's role on the team shall be to (1) challenge the team's thinking by being a source of unbiased, non-CCV

Christ's Church of the Valley Internal Use Only

All hardcopy versions of this document are uncontrolled.

Check the Christ's Church of the Valley Intranet website to verify that this document represents the current version before use.

CHRIST'S CHURCH <small>OF THE VALLEY</small>	The By-Laws of Christ's Church of the Valley	
	Document Number: BL1001	Revision: C
	Page 6 of 9	

attendee/member feedback, (2) provide fresh ideas and insight, and (3) help with the search for a new Senior Pastor if and when that situation arises. This person shall possess the spiritual gift of leadership, be a member in good standing of another Independent Christian Church congregation, and meet the character qualifications of 1 Timothy 3:1-11 and Titus 1:6-9.

5.3.3 The Leadership Team shall be made up of no less than two (excluding the Senior Pastor) and no more than seven (including the Senior Pastor) members. In the event there is not more than two people qualified, other than the Senior Pastor, the Leadership Team shall not exist, and matters normally transacted by the Leadership Team shall be transacted by the Senior Pastor, Executive Pastor, and church staff.

5.3.4 The Leadership Team shall meet once per quarter.

5.4 Selection of Leadership Team Members

5.4.1 The initial Leadership Team shall be selected by the founding Senior Pastor of Christ's Church of the Valley under the advisement of an outside Management Team. This will occur no sooner than five years after the first public worship service on October 1, 2000.

5.4.2 After the initial Leadership Team is established, nominations for future Leadership Team members will be made by the Senior Pastor after a deliberate process of prayer, council and evaluation of potential candidates. After a person has been selected, their name shall be submitted to the Leadership Team for review, examination and approval.

5.4.3 Approval by the Leadership Team must be unanimous. Nominees approved by the Leadership Team shall be presented to the congregation. However, the congregation shall not have the right to approve or disprove the appointment of a Leadership Team member.

5.4.4 Leadership Team members, other than the Senior Pastor, will serve for a period of three years and until their successors are selected.

5.4.5 After one year away from service a person may be considered for nomination again. A person will only be nominated by the Senior Pastor if:

5.4.5.1 They have the spiritual gift of Leadership as measured by spiritual gift testing devices, by self-observation, and by observation of existing leaders within the congregation.

Christ's Church of the Valley Internal Use Only

*All hardcopy versions of this document are uncontrolled.
Check the Christ's Church of the Valley Intranet website to verify that this document represents the current version before use.*

CHRIST'S CHURCH <small>OF THE VALLEY</small>	The By-Laws of Christ's Church of the Valley	
	Document Number: BL1001	Revision: C
	Page 7 of 9	

- 5.4.5.2 They agree wholeheartedly with the mission, philosophy and beliefs of Christ's Church of the Valley.
- 5.4.5.3 They have demonstrated proven servant leadership in ministry at Christ's Church of the Valley for at least two years without signs of control or authoritarianism.
- 5.4.5.4 They tithe.
- 5.4.5.5 They have demonstrated positive support for the existing Leadership Team members, Senior Pastor, Executive Pastor, and church staff.
- 5.4.5.6 They are a mature Christian with highly developed Christian character as outlined in 1 Timothy 3:1-11 and Titus 1:6-9.
- 5.4.5.7 They feel called by God to exercise their gifts within this body of believers.

5.5 Removal of Leadership Team Members

- 5.5.1 Any circumstance that renders a Leadership Team member unable to do their duties as outlined herein, shall be cause for termination.
- 5.5.2 Also, action will be taken against a Leadership Team member in spiritual disharmony with the Leadership Team in accordance with Biblical discipline as seen in 1 Timothy 5:17-20 and Matthew 18:15-20.
- 5.5.3 Responsibility for removal of a Leadership Team member rests with the Leadership Team itself and is accomplished by majority vote (excluding the vote of the Leadership Team member in question).

5.6 Selection of a Senior Pastor

- 5.6.1 The Senior Pastor of the congregation shall be elected by receiving an eighty percent affirmative vote by the members of the congregation, in a congregational meeting, on the recommendation of the Leadership Team, and shall minister for the period of time specified in the contract of employment.
- 5.6.2 The contract of employment shall be in writing, and shall be signed by the prospective Senior Pastor and by the Leadership Team on behalf of the congregation.
- 5.6.3 The qualifications of the Senior Pastor shall be set by the Leadership Team, but in no case shall they be less than those of admission to membership in the congregation.

Christ's Church of the Valley Internal Use Only

*All hardcopy versions of this document are uncontrolled.
Check the Christ's Church of the Valley Intranet website to verify that this document represents the current version before use.*

CHRIST'S CHURCH <small>OF THE VALLEY</small>	The By-Laws of Christ's Church of the Valley	
	Document Number: BL1001	Revision: C
	Page 8 of 9	

5.6.4 Under no circumstances will a Senior Pastor be hired who has not received an undergraduate and/or graduate degree from an Independent Christian church college or seminary and had at least five years of full-time service with an Independent Christian church.

5.7 Duties of Senior Pastor

5.7.1 The Senior Pastor shall serve on the Leadership Team.

5.7.2 In addition to the Senior Pastor's duties as a Leadership Team member, the Senior Pastor will serve as the primary teacher in weekend services, visionary leader for the congregation, and manager of church staff.

5.8 Termination

5.8.1 The position of Senior Pastor may be terminated voluntarily by giving written notice to the Leadership Team or involuntarily by a unanimous decision of the Leadership Team (excluding the vote of the Senior Pastor) following appropriate corrective action.

5.8.2 Termination shall take effect one hundred and eighty days from such notice or vote, unless the period of time is altered by mutual agreement of the Senior Pastor and the Leadership Team. During this period of time the performance of the duties of his position shall be determined by the Leadership Team.

5.9 Selection and Duties of Church Staff

5.9.1 The Senior Pastor shall be responsible for providing weekly administrative oversight and direction for the church staff.

5.9.2 It is the responsibility of the Senior Pastor and Executive Pastor to hire and dismiss all church staff.

5.9.3 Duties and qualifications of church staff are documented in the applicable job description.

5.9.4 The qualifications of church staff shall be no less than those of admission to membership in the congregation.

Christ's Church of the Valley Internal Use Only

*All hardcopy versions of this document are uncontrolled.
Check the Christ's Church of the Valley Intranet website to verify that this document represents the current version before use.*

CHRIST'S CHURCH <small>OF THE VALLEY</small>	The By-Laws of Christ's Church of the Valley	
	Document Number: BL1001	Revision: C
	Page 9 of 9	

6. Preparation and Execution of Annual Budget

6.1 Annual Budget

- 6.1.1 The annual budget shall be prepared by the Senior Pastor, Executive Pastor, and church staff and be presented to the Leadership Team for their approval by majority vote.

7. Amendments

7.1 Amending the By-Laws

- 7.1.1 The By-Laws may be amended only by the unanimous vote of the Leadership Team.

Christ's Church of the Valley Internal Use Only

*All hardcopy versions of this document are uncontrolled.
Check the Christ's Church of the Valley Intranet website to verify that this document represents the current version before use.*