

# **Bylaws of Movement Church**

## **A Non-Denominational Church**

*Adopted on: December 7, 2025*

### **ARTICLE I – NAME AND PURPOSE**

#### **Name**

The name of this organization shall be Movement Church, hereafter referred to as “the Church.”

#### **Purpose**

The purpose of the Church is to glorify God by fulfilling the Great Commission (Matthew 28:18–20) and the Great Commandment (Matthew 22:37–40) through worship, discipleship, fellowship, ministry, and evangelism.

#### **Affiliation**

The Church is independent and non-denominational, holding no formal affiliation with any denomination.

### **ARTICLE II – STATEMENT OF FAITH**

The Church affirms the following core beliefs:

- The Bible is the inspired, inerrant, and authoritative Word of God.
- There is one God, eternally existent in three persons: Father, Son, and Holy Spirit.
- Jesus Christ is fully God and fully man, who died for our sins and rose again.
- Salvation is by grace through faith in Jesus Christ alone.
- Baptism by immersion and the Lord’s Supper are ordinances for believers.
- The Church seeks to live according to biblical principles in all aspects of life.

### **ARTICLE III – MEMBERSHIP**

#### **Qualifications**

- Personal faith in Jesus Christ as Lord and Savior.
- Baptism in accordance with the Church’s beliefs.
- Acceptance of the Church’s Statement of Faith and Covenant.

#### **Admission**

All memberships shall go before the congregation for affirmation.

- By baptism.
- Transfer of membership from another church.
- Profession of faith.

## Rights and Responsibilities

- Members may vote in business meetings, hold leadership positions, and participate in ministries.
- Members are expected to attend regularly, support the Church financially, pray for the Church, and live according to biblical standards.

## Termination of Membership

- Membership may end by resignation, transfer, or removal through church discipline.

## Discipline

- The Church will follow the biblical process of restoration (Matthew 18:15–17) in cases of unrepentant sin or misconduct.
- This applies to all members, including leadership.

# ARTICLE IV – GOVERNANCE AND LEADERSHIP

## Leadership Structure

The Church shall be led by a Senior Pastor, Board of Elders, and Deacons, with the Senior Pastor serving as spiritual shepherd of the leadership (Hebrews 13:17).

### I. Pastor

- a. Qualifications
  - i. Faithful to God (1 Timothy 4:12)
  - ii. Prayerful and Spirit-led (Acts 6:4)
  - iii. Holy and Above Reproach (1 Timothy 3:2–7)
  - iv. Not a Lover of Money or Power (1 Timothy 3:3, Titus 1:7)
  - v. Gentle and Not Quarrelsome (2 Timothy 2:24).
  - vi. Good Reputation (1 Timothy 3:7).
- b. Responsibilities:
  - i. Preaching (2 Timothy 4:2)
  - ii. Teaching (Titus 1:9)
  - iii. Pastoral care (1 Peter 5:2–3)
  - iv. Leadership (Acts 20:28)
- c. Selection
  - i. In the event of a vacancy, a selection committee shall be formed by the Board of Elders/Deacons.
  - ii. Final selection shall be the responsibility of the Board of Elders/Deacons and confirmed by a congregational vote.
- d. Removal
  - i. If a pastor fails to meet the biblical qualifications or fulfill the responsibilities of the office, the Board of Elders and/or Deacons shall first follow the biblical process of restoration (Matthew 18:15–17)

- ii. In the event of an unsuccessful restoration process, the Board of Elders and Board of Deacons can vote to suggest removal to the membership.
- iii. Removal requires a 2/3 vote of members at a specially called meeting.

## **II. Church Secretary**

- a. There shall be a Church Secretary to ensure proper records are kept for the Church.
- b. Qualifications
  - i. Faithful Christian Life: Demonstrates a personal relationship with Jesus Christ and a consistent walk with God (Galatians 5:22–23).
  - ii. Integrity: Honest, trustworthy, and maintains confidentiality of church matters (Proverbs 11:3).
  - iii. Supportive of Church Leadership: Respects and upholds the vision and decisions of the pastor and leadership team (Hebrews 13:17).
  - iv. Commitment to the Church's Mission: Motivated by service and a heart for the church, not personal gain (Colossians 3:23–24).
- c. Responsibilities
  - i. Serve on the Administration Ministry Team.
  - ii. Along with the Pastor and Board of Deacons, set quarterly business meetings.
  - iii. Record and store detailed minutes of all business meetings.
  - iv. Receive and store copies of all Board of Deacons meeting minutes.
- d. Selection
  - i. The Church Secretary shall be nominated, evaluated, voted upon, and appointed by existing church leadership, including the Pastor, Board of Deacons, and existing Board of Elders.
  - ii. Candidate for the Church Secretary shall be confirmed by the congregation.
- e. Removal
  - i. If a Church Secretary fails to meet the biblical qualifications or fulfill the responsibilities of the office, the Board of Elders and/or Deacons shall first follow the biblical process of restoration under the guidance of the Pastor (Matthew 18:15–17)
  - ii. In the event of an unsuccessful restoration process, the Board of Elders and Board of Deacons shall vote for removal of office.
  - iii. A Church Secretary may, by their own volition, step down from their office.

## **III. Church Treasurer**

- a. There shall be a Church Treasurer to ensure proper financial stewardship for the Church.
- b. Qualifications
  - i. Faithful Christian Life: Demonstrates a personal relationship with Jesus Christ and a consistent walk with God (Galatians 5:22–23).

- ii. Integrity: Honest, trustworthy, and maintains confidentiality of church matters (Proverbs 11:3).
  - iii. Stewardship Mindset: Understands that all resources belong to God and manages them responsibly (Luke 16:10–11).
  - iv. Supportive of Church Leadership: Respects and upholds the vision and decisions of the pastor and leadership team (Hebrews 13:17).
  - v. Commitment to the Church’s Mission: Motivated by service and a heart for the church, not personal gain (Colossians 3:23–24).
- c. Responsibilities
- i. Serve on the Administration Ministry Team.
  - ii. Serve as a signatory on the bank account.
  - iii. Adhere to responsibilities of payments, invoices, reimbursements, and financial reporting as defined in the Financial Policy.
  - iv. Keep accurate and up-to-date records of all income, expenditures, and financial transactions.
  - v. Maintain oversight of all church funds, ensuring responsible stewardship.
  - vi. Assist the Church leadership in preparing the church budget.
  - vii. Ensure that all financial records are secure and organized.
  - viii. Maintain transparency and integrity in all financial matters.
  - ix. Assist with fundraising efforts and campaigns.
- d. Selection
- i. The Church Treasurer shall be nominated, evaluated, voted upon, and appointed by existing church leadership, including the Pastor, Board of Deacons, and Board of Elders.
  - ii. Candidate for the Church Treasurer shall be confirmed by the congregation.
- e. Removal
- i. If a Church Treasurer fails to meet the biblical qualifications or fulfill the responsibilities of the office, the Board of Elders and/or Deacons shall first follow the biblical process of restoration under the guidance of the Pastor (Matthew 18:15–17)
  - ii. In the event of an unsuccessful restoration process, the Board of Elders and Board of Deacons shall vote for removal of office.
  - iii. A Church Treasurer may, by their own volition, step down from their office.

#### **IV. Board of Elders**

- a. There shall be a Board of Elders to assist the Pastor in providing spiritual leadership, governance, and oversight for the church.
- b. Qualifications
  - i. As laid out in 1 Timothy 3 and Titus 1, an Elder must be:
    - 1. Above reproach
    - 2. Respectable
    - 3. Faithful in marriage
    - 4. Patient and avoid unnecessary conflict
    - 5. Self-controlled

6. Hospitable
  7. Able to teach
  8. Spiritually mature and wise
- c. Responsibilities
- i. As laid out in 1 Peter 5, Acts 20, 1 Timothy 3, and Titus 1, Elder responsibilities include:
    1. Shepherd the church
    2. Guard doctrine
    3. Lead with wisdom
    4. Care for the congregation
    5. Oversee discipline
    6. Model Godly character
    7. Support the pastor
    8. Pray and equip others
- d. Selection
- i. Elders shall be nominated, evaluated, voted upon, and appointed by existing church leadership, including the Pastor, Board of Deacons, and existing Board of Elders.
  - ii. Candidates for Elder shall be confirmed by the congregation.
- e. Removal
- i. If an Elders fails to meet the biblical qualifications or fulfill the responsibilities of the office, the Board of Elders and/or the Board of Deacons shall first follow the biblical process of restoration under the guidance of the Pastor (Matthew 18:15–17)
  - ii. In the event of an unsuccessful restoration process, the Board of Elders and Board of Deacons shall vote for removal of office.
  - iii. An Elder may, by their own volition, step down from their office.

## **V. Board of Deacons**

- a. There shall be a Board of Deacons of no less than five members.
- b. In accordance with Acts 6:1, the Pastor and/or Elders determine that additional deacons are needed for ministries such as caring for members, assisting with benevolence, and supporting the practical needs of the church.
- c. Qualifications
  - i. As laid out in 1 Timothy 3, a Deacon must be:
    1. Respectable
    2. Sincere and truthful
    3. Self-controlled
    4. Not greedy
    5. Strong in faith
    6. Tested and proven
    7. Faithful in marriage
    8. Good family leader
    9. Spirit-filled and wise
- d. Responsibilities

- i. As laid out in Acts 6 and 1 Timothy 3, Deacon responsibilities include:
    - 1. Serve the people
    - 2. Support the leadership
    - 3. Solve practical needs
    - 4. Strengthen unity
    - 5. Maintain Godly character
    - 6. Advance the church's mission
- e. Term
  - i. A Deacon shall serve a term of a minimum of three years.
  - ii. A Deacon shall not serve for more than five consecutive years, unless approved by a joint decision of the Pastor and Board of Elders.
- f. Selection
  - i. Nomination
    - 1. Candidates for the office of Deacon may be put forth by submission of a name by members, the Pastor, or the Board of Elders.
    - 2. Candidates meeting the requirements listed above shall be put before the congregation for a Testing Period.
  - ii. Testing Period
    - 1. As laid out in 1 Timothy 3, all candidates for the position of Deacon will go through a testing period of three months.
    - 2. The Pastor, Board of Elders, and the Board of Deacons shall review the candidates after the testing period and put forth the final list of candidates.
  - iii. Candidates shall be elected by a congregational vote.
- g. Removal
  - i. If a Deacon fails to meet the biblical qualifications or fulfill the responsibilities of the office, the Board of Elders and/or Deacons shall first follow the biblical process of restoration under the guidance of the Pastor (Matthew 18:15–17)
  - ii. In the event of an unsuccessful restoration process, the Board of Elders and Board of Deacons can vote to suggest removal.
  - iii. A Deacon may, by their own volition, step down from their office.
- h. Meetings
  - i. Deacons shall meet monthly, at a minimum, with other meetings called as special needs arise
- i. Offices
  - i. Head Deacon
    - 1. The Head Deacon shall be elected by majority vote of the Board of Deacons on an annual basis.
    - 2. The Head Deacon is responsible for:
      - a. Setting meeting dates and ensuring these dates are properly communicated.
      - b. Opening each meeting with prayer.

- c. Ensuring all agenda items are discussed.
  - d. Calling for votes with the board as required.
  - e. Service coordination in the event the Pastor is unavailable due to vacation, family emergency, or similar situation
- ii. Secretary
    - 1. The secretary shall be responsible for:
      - a. Working alongside the Head Deacon to set the meeting agenda.
      - b. Provide a copy of the meeting agenda at the Board meeting.
      - c. Keeping detailed minutes of all Board of Deacons meetings.
      - d. Provide digital and printed versions of the minutes to the Church Secretary.

## **ARTICLE V – CHURCH MINISTRY TEAMS**

### **Establishment**

Ministry teams may be formed in the following ways:

- Based on need, to be discussed and approved by the Pastor and Board of Deacons.
- By recommendation of church members, to be discussed and approved by the Pastor and Board of Deacons.

### **Ministry Teams Operations**

- Membership to a Team is open to all church members in good standing.
- Membership to a Team shall be by majority vote of the Team Members.
- Each team shall have a Chair, which is chosen by majority vote of the Team Members annually.
- Chairs of each Team serve on the Administration Leadership Team.
- Ministry Team members and chairs may be removed by their own volition or at the discretion of a joint decision by the Pastor, Board of Deacons, and Board of Elders.

### **Standing Ministry Teams**

#### **I. Administration Ministry Team**

- a. Shall include the Pastor, Church Secretary, Church Treasurer, Head Deacon, a representative from the Board of Elders, and the chair of each Ministry Team, with the Pastor serving as the head of the Team.
- b. Responsibilities
  - i. Oversee Church maintenance and repairs.
  - ii. Oversee Church finances and records.
  - iii. Plan for future expansion or improvements.

- iv. Provide open communication regarding all Ministry Teams' activities and future events.

**I. Communications Ministry Team**

- a. Responsibilities include but are not limited to Sunday bulletin, advertisements (including social media content), press releases, website, live streaming of services, Church audio/visual needs

**II. Worship Ministry Team**

- a. Responsibilities include but are not limited to music coordination, choir, worship planning, and specialty music events.

**III. Youth Ministry Team**

- a. Responsibilities include but are not limited to Sunday School classes for anyone under the age of 18, youth fundraisers, youth activities/outings, vacation bible school

**IV. Adult Ministry Team**

- a. Responsibilities include but are not limited to Sunday School classes for anyone over the age of 18, bible studies, adult activities/outings

**V. Outreach Ministry Team**

- a. Responsibilities include but are not limited to evangelism, community service, shut-ins/sick visitations

## **ARTICLE VI – CHURCH MEETINGS**

### **Worship Services**

- The Church shall come together a minimum of once per week on Sundays for worship, prayer, teaching, and fellowship.

### **Business Meetings**

**I. Annual Meeting**

- a. There shall be an annual meeting at the end of the calendar year to:
  - i. Approve the budget for the following year
  - ii. Conducts year-end business

**II. Special Meetings**

- a. There shall be a minimum of one Business Meeting quarterly.
- b. Special meetings may be called by the Pastor, Board of Elders, Board of Deacons, or written request submitted to church leadership of 51% of members.

**III. Notice**

- a. Members must be notified at least two weeks in advance of business meetings.

- b. Members must be notified at least one week in advance of special meetings.

#### **IV. Quorum and Voting**

- a. A quorum consists of active members present at the meeting, with a 2/3 majority.
- b. If no quorum is present, no votes can take place.

## **ARTICLE VII – FINANCES**

### **Fiscal Year**

The fiscal year runs from January to December.

### **Budget and Oversight**

- The annual budget is prepared by the Church Treasurer, in conjunction with Church leadership.
- The annual budget will go before Church membership for approval at the end of the fiscal year.
- Treasurer provides financial status reports at each business meeting.
- Annual review of finances presented to Church leadership.

### **Expenditures**

- All spending must follow the Church Financial Policy and in accordance with the annual budget.
- Only authorized signatories are allowed to spend church funds.
- Expenditures for items not in the annual budget require two authorized signatures.

### **Donations**

All donations will be used in accordance with donor intent and IRS regulations.

## **ARTICLE VIII – CHURCH PROPERTY**

- Property is owned by the Church as a legal entity.
- Purchase, sale, or transfer of property requires 2/3 congregational approval.
- Upon dissolution, assets will be transferred to a nonprofit Christian ministry aligned with the Church's beliefs.

## **ARTICLE IX – AMENDMENTS**

- Proposed amendments require two weeks' notice to members.
- Approval requires 2/3 vote of members present at a business meeting.

## **ARTICLE X – INDEMNIFICATION**

- Officers, elders, deacons, and volunteers acting in good faith are protected from personal liability for actions taken on behalf of the Church.
- As a condition of indemnification, all Church officers, elders, deacons, and volunteers shall serve without compensation. This condition shall not restrict the payment for or reimbursement of reasonable expenses for travel or other expenditures included in the annual budget approved by the Church membership.

## **ARTICLE XI – DISSOLUTION**

Upon dissolution, all remaining assets will be distributed to a nonprofit Christian ministry with similar beliefs, in accordance with state and federal law.