

# Bylaws of Radiant Church Fairbanks

## Table of Contents

<b>Bylaws.....</b>	<b>5</b>
<b>Preamble:.....</b>	<b>5</b>
<b>Article I: Name and Board of Directors .....</b>	<b>5</b>
SECTION A: Radiant Church Fairbanks .....	5
SECTION B: Team of Elders .....	5
<b>Article II: Purpose .....</b>	<b>5</b>
SECTION A: Worship .....	5
SECTION B: Structure .....	5
SECTION C: Property.....	5
SECTION D: Ordination .....	5
Section E: Prohibited Activities.....	5
<b>Article III: Tenets of Faith .....</b>	<b>6</b>
The One True God .....	6
Jesus Christ: .....	6
Holy Spirit: .....	6
Inspired Scripture: .....	6
The Salvation of Man:.....	6
The Sanctification of Man: .....	6
Gifts and Miracles of the Spirit:.....	7
The Great Commission: .....	7
<b>Article IV: Ordinances .....</b>	<b>7</b>
SECTION A: Baptism.....	7
SECTION B: Communion .....	7
<b>Article V: Radiant Family of Churches .....</b>	<b>7</b>
SECTION A: Definition .....	7
SECTION B: Membership .....	7
SECTION C: Vision .....	7
SECTION D: Lead Elder Commitment .....	8
SECTION E: Shared Resources .....	8
SECTION F: Autonomy .....	8
SECTION G: Provisional Eldership.....	8
SECTION E: Transitioning Membership .....	8
<b>Article VI: Membership .....</b>	<b>8</b>
SECTION A: Purpose .....	8
SECTION B: Requirements .....	8
SECTION C: Mutual Interest.....	8
<b>Article VII: Church Discipline .....</b>	<b>9</b>
SECTION A: Purpose .....	9
SECTION B: Reason for Discipline .....	9
SECTION C: Confidentiality .....	9

SECTION D: Communion.....	9
SECTION E: Member Dismissal .....	9
SECTION F: Member Reinstatement .....	10
SECTION G: Appeal to Legal Court.....	10
SECTION H: Trespassing.....	10
<b>Article VIII: Government .....</b>	<b>10</b>
SECTION A: Structure.....	10
SECTION B: Ecclesiastical Authority.....	10
<b>Article IX: Qualification and Selection of Elders.....</b>	<b>10</b>
SECTION A: Definition.....	11
SECTION B: Calling and Character .....	11
SECTION C: Process.....	11
SECTION D: Selection.....	11
SECTION E: Ordained vs. Licensed Ministers.....	11
<b>Article X: The Eldership Service—Duration, Resignation, Removal.....</b>	<b>12</b>
SECTION A: Length of Service .....	12
SECTION B: Sabbatical .....	12
SECTION C: Resignation .....	12
SECTION D: Church Planting .....	12
SECTION E: Discipline/Removal.....	12
SECTION F: Lead Elder .....	12
SECTION G: Provisional Elders .....	12
<b>Article XI: The Eldership Powers, Structure and Procedure .....</b>	<b>13</b>
SECTION A: Number .....	13
SECTION B: Meetings.....	13
SECTION C: Quorum .....	13
SECTION D: Voting determination.....	13
<b>Article XII: The Full Team of Elders .....</b>	<b>13</b>
SECTION A: Offices.....	13
SECTION B: Authority .....	13
SECTION C: Notice of Proposals .....	14
SECTION D: Notice of Church-Wide Decisions .....	14
SECTION E: Meeting Minutes .....	14
<b>ARTICLE XIII: Deacons .....</b>	<b>14</b>
SECTION A: Description .....	14
SECTION B: Qualifications.....	14
SECTION C: Terms of Service .....	14
SECTION D: Additional Licensing .....	14
<b>Article XIV: Membership Review of Church Records.....</b>	<b>15</b>
SECTION A: Membership Inspection and Review.....	15
SECTION B: Requirements .....	15
SECTION C: Confidentiality .....	15

SECTION D: Denial of Request .....	15
<b>Article XV: Order</b> .....	<b>15</b>
SECTION A: Lead Elder Role.....	15
<b>Article XVI: Amendments</b> .....	<b>15</b>
SECTION A: Description .....	15

# Bylaws

## Preamble:

WHEREAS, it is the express purpose of God our Heavenly Father to call out of the world a saved people who shall contribute to the Body of Christ built and established on the foundation of the apostles and prophets Jesus Christ being the Chief Cornerstone.

WHEREAS, the members of the Body of Christ are enjoined to assemble themselves together for worship, fellowship, counsel, and instruction in the Word of God and the work of the ministry and for the exercise of those spiritual gifts and offices provided for in the New Testament, therefore,

BE IT RESOLVED, that we recognize ourselves as a body of Christian believers working together for the common purpose of spreading the Gospel of our Lord and Savior Jesus Christ, and that under the laws of the State of Alaska we may exercise all the rights and privileges granted to religious bodies.

## Article I: Name and Board of Directors

### SECTION A: Radiant Church Fairbanks

The name of this corporation shall be Radiant Church Fairbanks

### SECTION B: Team of Elders

The Board of Directors of Radiant Church Fairbanks shall hereafter be referred to as the Team of Elders and whose governance is further described in Article VIII and Article IX.

## Article II: Purpose

### SECTION A: Worship

To establish and oversee places and practices of worship under the guidance of the Holy Spirit (Titus 1:5; Ps. 107:3; Acts 2:42,46,47; Heb. 10:25).

### SECTION B: Structure

To create departments as may be necessary in order to establish places of worship, to spread the Gospel by all necessary means, and to support other religious activity as deemed necessary by the Board of Directors to further our exempt purposes (Matt 28:19, 20).

### SECTION C: Property

To have the right to own, hold in trust, use, possess, sell, convey, mortgage, lease or dispose of such property, real or chattel, as may be needed for the prosecution of its work.

### SECTION D: Ordination

To license and ordain ministers of the Gospel and be their covering (1 Thess. 5:12; 2 Thess. 2:15; 3:4; Heb. 13:17, 1 Tim 3:1-7).

### Section E: Prohibited Activities

The behavior of anyone in fellowship with this church is of common interest to the Team of Elders and membership. (Gal. 6:1) This church requires every Team of Elders member and Congregational member

to adhere to a life style that is consistent with the doctrines of this church and teaching positions as taught in the Holy Scriptures. Therefore, this church reserves the right to refuse service to any individual, whether member or not, that is not submitting their life style to this Scriptural mode of conduct. This refusal would include services, benefits and any use of church assets.

## **Article III: Tenets of Faith**

### **The One True God**

There is One God, perfect and eternal, who exists in three persons. All three persons coexist, are equal, and rule together in perfect relationship. Together they created all that is seen and unseen and hold creation together through the word of Their power. (Deuteronomy 6:4, 1 Chronicles 16:36, Matthew 28:19, Hebrews 1:3)

### **Jesus Christ:**

Jesus is the only son of God the almighty Father. He is completely God and completely man. He was conceived by the Holy Spirit and born by a virgin named Mary. He lived a perfect life, suffered and died by crucifixion as a substitutionary sacrifice for those who believe in Him and are justified by His blood, was buried for three days. Jesus rose from death to life and after being seen by many witnesses ascended into heaven. He sits at the right hand of God the Father and will come again to judge the living and the dead. (Acts 2:32-39, Luke 1:30-38, Romans 8:34, Hebrews 9:11, Hebrews 10:37, John 1:14, John 5:28)

### **Holy Spirit:**

The Holy Spirit is sent to indwell in all believers. It is by His power and work that man is able to be saved through the work of Jesus on the cross. He works in the lives of the elect to guide and teach the church and to preach to the lost. He is the source of conviction that brings about repentance of sin and righteousness. Through Him the believers are commissioned and equipped to go into all the earth and preach the gospel. (Luke 11:13, 1 Corinthians 6:19, Hebrews 2:4, Hebrews 4:14)

### **Inspired Scripture:**

The Bible is the perfect word of God. All Scripture; both the old and new testaments were written by the power and inspiration of God. They are complete and through them we are able to understand God's will for creation, salvation, and the practice of the Christian faith. (2 Timothy 3:16, Revelation 22:18, 2 Samuel 22:31)

### **The Salvation of Man:**

Man was created in the image of God. Through his disobedience, he fell from that image into depravity and because of this all men are sinners by nature and choice. All sin completely separates all men from God. The only way that any can be saved is through the atoning work of Christ Jesus on the cross and not by any work of man. God has provided salvation to all men whom He has predestined to believe in Jesus and are born of the Holy Spirit. Those whom He has sovereignly chosen to save will inherit everlasting joy and communion with Him. Those that do not believe in Jesus and his atoning work will exist in eternal torment and separation from God. (Genesis 1:27, Romans 5:18, Romans 8:33, Hebrews 2:2, Hebrews 9:15, Luke 10:22)

### **The Sanctification of Man:**

From the point of salvation, all believers go through a continuous process of sanctification. The Holy Spirit works in the hearts of the believers to convict of sin and cause them to desire to image their creator. This is not to say that they may earn or lose their salvation by their own merit but that the response to the

grace of God is a life long journey in which we allow the Holy Spirit to sanctify us. (Romans 6:19-22, 1 Peter 1:2, 1 Thessalonians 4:3, 2 Corinthians 7:10)

#### **Gifts and Miracles of the Spirit:**

The Holy Spirit works in the miraculous today. God has chosen to reveal himself to man through His word and the work of His hand. We believe that through the prayers His people, by the power of Christ's work on the cross, He heals physical bodies. The Spirit also gives wisdom, words of knowledge, working of miracles, prophecy, ability to distinguish spirits, and various tongues and interpretations. These gifts are desirable for the building up of the church and as a sign to witnesses to help them believe. (1 Corinthians 12:7, 1 Timothy 4:14, Romans 15:18, Mark 16:17,)

The Church is composed of all the elect who have, by the power of the Holy Spirit, believed in the saving work of Jesus on the cross and are redeemed through His blood. Christ is the Head of the church and the lead pastor. Christ has commissioned the church to go into all the world and preach the gospel to all nations. The church meets together to takes part in corporate worship, preaching of the gospel, reading and studying the Bible, prayer for the lost and for each other, fellowship, baptism and the Lord's supper. (Colossians 1:18, Mark 16:15, Acts 2:42, 1 Timothy 4:13, Luke 10:22)

#### **The Great Commission:**

The commission of the church and its members is to preach the gospel and make disciples of all men. The doctrine of election in no way negates the responsibility of God's people to call all people to make a choice for Christ. When the gospel is presented, those who are predestined will respond by believing in their heart and confessing with their heart that Jesus Christ is Lord. This decision to serve and follow Christ is the human response to the redeeming work of the cross. (Mark 16:15, Acts 2:38, Romans 8:29, Romans 10:11; Ephesians 1:5-1 1)

## **Article IV: Ordinances**

### **SECTION A: Baptism**

We baptize by immersion, whenever possible, for the believer as an expression of the inward spiritual change which occurs in the believer's life when he/she comes to saving faith in the Lord Jesus Christ. (Isaiah 1:18; Matthew 28:19; Acts 8:36-38; Romans 6:3-5; Colossians 2:12; Acts 10:47).

### **SECTION B: Communion**

The Lord's Supper, Communion, shall be observed regularly in the Sunday Gathering, and as often as desired in other expressions of Radiant Church Fairbanks. (1 Cor 11:23-26).

## **Article V: Radiant Family of Churches**

### **SECTION A: Definition**

Radiant Family of Churches is a network of churches who have created a church network based on formal relationships as specified in the Articles and Bylaws of Radiant Church Fairbanks. Any churches will be added or removed according to a majority vote by the Lead Elders of the current member churches of the Radiant Family of Churches.

### **SECTION B: Membership**

Radiant Church Fairbanks affirms its membership of the Radiant Family of Churches

### **SECTION C: Vision**

Radiant Church Fairbanks acknowledges and affirms The Radiant Family of Churches vision is "...to be a Radiant Reflection of the Gospel to our cities and throughout the north by being Gospel communities who multiply disciples and churches. We want to see 'Gospel Saturation across the north'"

#### **SECTION D: Lead Elder Commitment**

Radiant Church Fairbanks will allow their Lead Elder to represent Radiant Church Fairbanks as a member of the Radiant Family of Churches.

#### **SECTION E: Shared Resources**

As a part of the Radiant Family of Churches, Radiant Church Fairbanks will commit to sharing similar language, culture, endeavors, assets, vision, mission, and values with other member churches of the Radiant Family of Churches as decided by the Team of Elders of Radiant Church Fairbanks.

#### **SECTION F: Autonomy**

Radiant Church Fairbanks while a part of the Radiant Family of Churches maintains autonomy and the Team of Elders of Radiant Church Fairbanks maintain their authority in making final decisions for Radiant Church Fairbanks.

#### **SECTION G: Provisional Eldership**

In the case that Radiant Church Fairbanks has less than three elders on their Team of Elders, Radiant Church Fairbanks recognizes that the Team of Elders will be encouraged to submit to the Radiant Family of Churches Lead Elders in all major decisions as defined by mutual agreement between the Radiant Family of Churches and Radiant Church Fairbanks.

#### **SECTION E: Transitioning Membership**

The Team of Elders for Radiant Church Fairbanks will re-evaluate any member/elder/deacon who is moving from another church in the Radiant Family of Churches to Radiant Church Fairbanks on their position and authority within Radiant Church Fairbanks.

### **Article VI: Membership**

#### **SECTION A: Purpose**

Radiant Church Fairbanks shall have members for purposes of the Alaska Non-Profit Religious Corporation. Consistent with the biblical concept of member and this Section A, members shall not have voting rights as shareholders (per se) but their affirmation of major decisions will be sought after. Examples may include appointment of elders/acquisition-sale of property (Romans 12:45-5; 1 Corinthians 12:12-27).

#### **SECTION B: Requirements**

All persons desiring to become members of Radiant Church Fairbanks shall complete the required member process which includes but is not limited to the signing of a yearly member covenant, Candidates must affirm by signature on a membership covenant their agreement with the Membership Covenant, Doctrinal Statement, and the Bylaws of Radiant Church Fairbanks. The eldership will oversee the confession and reaffirmation of their faith, and agreement with core documents in Jesus Christ as their Lord and Savior and their commitment to participating in the fellowship of Radiant Church by the regular worship, giving and service. Candidates coming in from another church will follow the same procedure.

#### **SECTION C: Mutual Interest**

The behavior of anyone in fellowship with this church is of common interest to the Team of Elders and membership. (Gal. 6:1) This church requires every Team of Elders member and Congregational member to adhere to a life style that is consistent with the doctrines of this church and teaching positions as taught in the Holy Scriptures. Therefore, this church reserves the right to refuse service to any individual, whether member or not, that is not submitting their life style to this Scriptural mode of conduct. This refusal would include services, benefits and any use of church assets.

## **Article VII: Church Discipline**

### **SECTION A: Purpose**

The desire of church discipline is for the full restoration of the believer. The threefold purpose of church discipline is to glorify God by maintaining purity in the local church (1 Corinthians 5:6), to edify believers by deterring sin (1 Corinthians 5), and to promote the spiritual welfare of the offending believer by calling him or her to return to a biblical standard of doctrine and conduct (Galatians 6:1).

### **SECTION B: Reason for Discipline**

Members of Radiant Church Fairbanks and all other professing Christians who regularly attend or fellowship with this church who err in doctrine, or who engage in conduct that violates Scripture as determined by the elder team shall be subject to church discipline. Each potential case of discipline will be weighed on its own merits and dealt with according to the following Scriptural examples but not necessarily limited to:

- When a Christian sins against another Christian (Matthew 18:15–22)
- When someone is a gossip or divisive in their speech or behavior (Proverbs 16:28; Proverbs 20:19; Corinthians 12:20–21)
- When someone who professes faith lives in sin without repentance (1 Corinthians 5:1–13)
- When someone continually blasphemes God (1 Timothy 1:18–20)
- When a Christian sins and is unrepentant (Galatians 6:1–5)
- When someone encourages false doctrine (Acts 20:25–31; 1 Timothy 1:4–7; 1 Timothy 4:1–8)
- When someone is a habitual doctrinal debater (2 Timothy 2:14–26)
- When someone will only listen to false teachers (2 Timothy 4:1–5)
- When someone is sincere but deceived (2 Corinthians 11:3–4, 13–15)
- When a teacher is in moral sin or doctrinal error (James 3:1)
- When an elder is in moral sin or doctrinal error (1 Timothy 5:19–21)

### **SECTION C: Confidentiality**

Members of Radiant Church Fairbanks are not guaranteed confidentiality regarding issues of church discipline and understand that in submitting themselves to the authority of the church, issues of a sensitive or personal nature may become known to others. This includes, but is not limited to, notification of the authorities if a crime has been committed or if a real threat of someone being endangered exists (Romans 13:1–7), as well as other violations of scripture that may not result in physical danger.

### **SECTION D: Communion**

Members who are under church discipline will be asked to not participate in the ordinance of communion until a time when their genuine repentance can be affirmed by the Team of Elders of Radiant Church Fairbanks.

### **SECTION E: Member Dismissal**

Those who are members of the church or who regularly participate in church activities may be dismissed from the church by the agreement of the elders. The dismissal of a church member may be made known

to all church members. If the offense is a publicly known matter, the elder team has the discretion to determine if the member's discipline should be made known to the entire church (1 Corinthians 5:1–5).

#### **SECTION F: Member Reinstatement**

A person dismissed from Radiant for disciplinary reasons may be reinstated to full membership if the person's repentance is accepted as genuine by the elders who oversaw the person's discipline.

#### **SECTION G: Appeal to Legal Court**

Each member of this church, and every other professing Christian who regularly attends or fellowships with this church, agrees that there shall be no appeal to any legal court because of a discipline process or dismissal. A member who is under discipline by the church, as defined in the previous paragraphs, forfeits and waives the right to resign from Radiant Church Fairbanks. Resignation is acceptable only by the Team of Elders, Deacons, or GC leaders who are in good standing and who is not under any disciplinary action.

#### **SECTION H: Trespassing**

Separate and apart from the process of church discipline, but subject to the discretion and approval of an elder team, a member/non-member regular participant in church activities, or other individual, may be notified that he or she is not to be present upon church premises for such a period of time as is deemed necessary for the safety and well-being of others on church premises. Such required absence may, but need not, be concurrent with church discipline of that person.

### **Article VIII: Government**

#### **SECTION A: Structure**

The government of Radiant Church Fairbanks is established and headed by Jesus Christ, who is the senior pastor of Radiant Church Fairbanks. Under Jesus, the senior leadership of Radiant Church Fairbanks, shall be vested in a governing board of male Elders, titled as the Team of Elders which can be composed of both paid and unpaid Elders. The church is first and foremost an ecclesiastical body of believers, the supreme governing document of which is the Bible. Radiant Church Fairbanks is secondarily a civil corporation, the governance of which is established by its Articles of Incorporation and Bylaws. The Articles and Bylaws, however, are subordinate to the scriptures and must be interpreted in light of the scriptures.

#### **SECTION B: Ecclesiastical Authority**

This church is theocratic in government. In any growing congregation, there will be people at all stages of spiritual growth and maturity. For that reason, it is not proper to submit the affairs of the church to a democratic vote, for the purpose of the church is not to do the will of the majority, but the will of God.

Any disputes that arise over the interpretation of these Bylaws, doctrine, or matters of faith, shall be deferred to the highest ecclesiastical authority of this church. In this case it would be the Team of Elders

In *Watson v. Jones*, the court ruled that: "Whenever the questions of discipline, or of faith, of ecclesiastical rule, custom, or law have been decided by the highest church judicatory to which the matter has been carried, the legal tribunals must accept such decisions as final, and as binding on them . . ."

### **Article IX: Qualification and Selection of Elders**

### **SECTION A: Definition**

The Eldership is composed of male elders (paid or unpaid) who follow the leading of Jesus who is the Senior Pastor of Radiant Church Fairbanks. The Team of Elders is a plurality in which no one elder is superior in office or calling than another elder on the team.

### **SECTION B: Calling and Character**

To be considered as an elder, a man must have been called by God into leadership at Radiant and be a man of the highest Christian character according to the qualifications of Scripture. He must also be compatible with the current Team of Elders and proven to be competent in the oversight of others (1 Timothy 3:17, Titus 1:5-9).

### **SECTION C: Process**

The process of becoming an elder shall be established by resolution of the Team of Elders.

### **SECTION D: Selection**

The final step of the elder selection process shall include ordination in a manner to be determined by the Team of Elders and is consistent with Article IX, Section E. Upon such ordination, the elder shall have the authority to preach, administer the ordinances of the church, conduct marriage and funeral services, and enjoy all the rights and privileges accorded to licensed and/or ordained ministers under secular law

### **SECTION E: Ordained vs. Licensed Ministers**

#### **Licensed Minister:**

This recognition is given by the Team of Elders of this ministry. This recognition is for those who are somewhat seasoned in the ministry but need further experience. Many of these are individuals that have been working in their chosen vocation, but for some reason or another have never entered full-time ministry or have only been in full-time ministry for less than three (3) years. Such persons are authorized to perform the following religious functions:

- Conduct religious worship
- Religious instruction
- Administer communion
- Provide spiritual counseling
- Serve on the Team of Elders of a church
- And other sacerdotal functions including
- Conduct baby dedication ceremonies
- Perform baptisms
- Visit the sick and shut-in
- Minister in prisons
- However, this person is not in charge of a congregation. Limited authority is granted to run the affairs of the ministry.

#### **Ordained Minister:**

This recognition is given by the Team of Elders to those persons who have an "established" or "proven" ministry. Ordained ministers are authorized to perform all functions of the Christian ministry and religious functions and must be capable of doing so. Ordained ministers are authorized to perform all religious functions:

- Conduct religious worship

- Religious instruction
- Administer communion
- Provide spiritual counseling
- Serve on the Team of Elders of a church
- Ministry oversight
- And other sacerdotal functions including
- Conduct baby dedication ceremonies
- Perform baptisms
- Perform weddings
- Conduct funerals
- Visit the sick and shut-in
- Minister in prisons
- He must be capable, as determined by the Team of Elders, to lead a congregation.

## **Article X: The Eldership Service—Duration, Resignation, Removal**

### **SECTION A: Length of Service**

Once a man becomes an elder at Radiant Church Fairbanks, it is expected that the man would continue to serve as an elder indefinitely.

### **SECTION B: Sabbatical**

If the Team of Elders determines that an elder needs an extended Sabbath for a season because of a legitimate need (e.g., illness, tragedy), then that elder can transition to an inactive and non-voting elder for a set period of time as determined by the elders.

### **SECTION C: Resignation**

To resign from the Team of Elders, an elder must notify the elders by letter.

### **SECTION D: Church Planting**

An elder who senses God's call to leave Radiant to help plant a Radiant-sponsored church should make his desire known to the elders. If the Team of Elders confirms his calling, the elder will be sent out with blessing to help lead another church. (clean-up)

### **SECTION E: Discipline/Removal**

Discipline and removal of elders shall be consistent with the standards set by the scriptures, the specific procedures to be determined by the Team of Elders in its discretion. An elder who is also an employee is employed at will and may be terminated as an employee at any time, with or without cause, by the Team of Elders. Any such termination may result in suspension as an elder pending discipline or removal as such by the Team of Elders.

### **SECTION F: Lead Elder**

The Team of Elders determines the lead elder, who functions as the first among equals and is the Lead Elder for the church. It is the duty of the lead elder to help lead the Team of Elders and the rest of the church in effectively obeying God's leading as revealed in Scripture.

### **SECTION G: Provisional Elders**

In the case of Radiant Church Fairbanks having insufficient number of elders to comprise a viable Team of Elders, the Lead Elders of the other Radiant Family of Churches of Alaska will function as the board until such a time as elders are developed and installed.

## **Article XI: The Eldership Powers, Structure and Procedure**

### **SECTION A: Number**

Regarding the number of elders, it is optimum to have a minimum of three elders without a maximum cap on eldership.

### **SECTION B: Meetings**

The Team of Elders shall meet monthly or as determined by the elder team. Except as otherwise specified in these bylaws, meetings of the Team of Elders may be called by the Lead Elder for the particular team upon 24 hours notice (or, in an emergency, upon less than 24 hours notice) via electronic notice (e-mail, text, ect...), telephone, or personal notice.

### **SECTION C: Quorum**

Quorum for purposes of a meeting of the Team of Elders or an elder team shall be a simple majority of the voting members.

### **SECTION D: Voting determination**

Except as otherwise specified in these bylaws for a particular action, the decisions of the Team of Elders shall be determined by a majority vote of those present at the meeting.

## **Article XII: The Full Team of Elders**

### **SECTION A: Offices**

The Team of Elders shall appoint from its board members to serve as President, Vice President, Secretary, and Treasurer to serve as officers for purposes of the Nonprofit Corporation. The President shall chair the meetings of the Team of Elders. The Vice President shall serve the role of president during the absence of the president. The treasurer shall maintain proper books of account for the church. The secretary (who shall not also be the president) will ensure official minutes of each meeting of the entire Elder Team, and will keep on file and authenticate all pertinent minutes and other appropriate documentation used in making decisions and/or taking action. An officer may be removed as at the discretion of the Team of Elders. The Team of Elders shall fill a vacancy in any officer position as soon as practical.

### **SECTION B: Authority**

The following issues, but not limited to, are reserved for the Team of Elders with any voting requirements other than simple majority specified for such issue:

- Establishing the overall vision for the entire church;
- Approving new services and venues;
- Comprehensive operational budget line items;
- Capital expenditures budget;
- Hiring and firing of elders who are also employees;
- Capital expenses or additional debt exceeding 25% of budget: three-fourths approval;
- Purchase, sale, or rental of real estate: three-fourths approval;
- Election of an elder. Approval requires no objections (abstention permitted);
- Discipline or removal of elders. Voting requirements and procedure are set forth in Article III, Section E;

- Changes to and adoption of Articles of Incorporation or By-laws: three-fourths approval of all elders;
- Budget—the gross budget: three-fourths approval;
- Theology and any significant change in ministry philosophy or mission: three-fourths approval;
- The discipline of and/or removal of a covenant member of Radiant Church Fairbanks.

### **SECTION C: Notice of Proposals**

To ensure that there is full disclosure to all elders, proper notice of all proposals requiring a vote of the elders shall be provided at least 14 days in advance, unless a credible emergency exists.

### **SECTION D: Notice of Church-Wide Decisions**

To provide for adequate membership affirmation, the elders will communicate upcoming issues and decisions at membership meetings and welcome input and discussion regarding said issues per the discretion of the team of elders. There will also be a 14-day period between the announcement of comprehensive, church-wide decisions and their enactment to allow for input and discussion from members of Radiant Church Fairbanks.

### **SECTION E: Meeting Minutes**

The elders will endeavor to provide detailed minutes and voting record of each elder team meeting where a vote is taken shall be published and disseminated to the elders, with records kept on file. The following information shall also be provided to every elder:

- Annual financial review
- Annual salaries and benefits list
- In-house prepared quarterly financial statements

## **ARTICLE XIII: Deacons**

### **SECTION A: Description**

There shall be a leadership position of deacon that is subordinate to the position of elder. Deacons may be male or female. The general responsibility of deacons shall be to assist the elders in serving the church.

### **SECTION B: Qualifications**

To be considered as a deacon, a person must meet the qualifications set forth in Scripture and as established by the Team of Elders. To be selected as a deacon, the person (rewrite) determined by the Team of Elders.

### **SECTION C: Terms of Service**

The term of a deacon depends upon the commission given by the Team of Elders at the time the person is selected as a deacon. Some deacons may serve for a specific task; others indefinitely. A deacon may resign by delivering notice to an elder, or, if due to a legitimate need, seek an extended Sabbath as determined by the Elder Team. A deacon may be removed by the Team of Elders for any reason, with or without cause.

### **SECTION D: Additional Licensing**

The board may additionally license certain male deacons who meet such additional requirements as determined by the Team of Elders, the specifics of such licensure to be determined on a case by case basis. Such licensure may confer the authority to administer all ordinances of the church and qualify the deacon to be a minister of the gospel for purposes of secular law.

## **Article XIV: Membership Review of Church Records**

### **SECTION A: Membership Inspection and Review**

To ensure the trust of the membership and to also ensure that the public interest is being served all church records, financial information and all kinds of financial transactions must always be available for membership inspection and review. Any questions by any members shall be addressed to the treasurer either in writing or by scheduled appointment.

### **SECTION B: Requirements**

The request must state the name of the member, the reason for the request and the information shall in no way be made public or shared with any other member in a way that will put the church at risk, real or presumed, the church.

### **SECTION C: Confidentiality**

In order to keep the records of the church confidential, records shall not be released to any outside agency, person or entity unless due process has been served and a certified subpoena has been personally delivered. This includes the IRS, except under the provisions of section 7611 which shall be limited only to information deemed to be relevant to the inquiry being made. At all times the IRS will be expected to comply with all of the provisions of section 7611.

### **SECTION D: Denial of Request**

The Team of Elders reserves the right to deny such a request for any of the following reasons:

- The request is considered by the Team of Elders and deemed to be frivolous.
- The member making the request has a history of being divisive.
- The member does not adequately provide the required information on the request as stated in SECTION A of this article.
- The person making a request is a non-member or a person whose membership was terminated.

## **Article XV: Order**

### **SECTION A: Lead Elder Role**

For the purpose of conducting business, the Lead Elder/President shall, in an orderly manner, preside over all of the affairs of the corporation but will be accountable to the Team of Elders.

## **Article XVI: Amendments**

### **SECTION A: Description**

Amendments to the articles of incorporation or bylaws shall generally be approved by the Team of Elders. The highest authority for doctrine in Radiant Church Fairbanks is the 66 books of Scripture (Old and New Testament canon). The doctrinal statement of Radiant