



# Crossroads Church

in Carmichael

## CONSTITUTION and BYLAWS

( proposed )

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# CONSTITUTION

## ARTICLE I NAME

This church family will be known as CROSSROADS CHURCH IN CARMICHAEL, a nonprofit religious corporation, registered in and recognized by the State of California.

## ARTICLE II MISSION

Our MISSION is to develop passionate followers of Jesus Christ committed to live by FAITH, to be known by LOVE and to be a voice of HOPE.  
Matthew 28:19-20 / I Thessalonians 1:3

## ARTICLE III AUTHORITY and AFFILIATION

Ultimately, all are accountable to Jesus Christ, who is the Head of His Church. Under His Lordship, the oversight of this local body is entrusted to the Elder Leadership Team (ELT) who shall, through prayer and the study of God's Word, seek the mind of Christ for this church family. They serve as His under-shepherds until His return.

This church is subject to no other ecclesiastical body. Although Crossroads Church in Carmichael is autonomous, it is our intention to cooperate with and support other Christian organizations, enhancing and furthering our ability to fulfill our Mission.

Concerning the beliefs we hold to that shape our view of authority, as well as the beliefs that define our purpose, please refer to Our Convictions document.

## ARTICLE IV AMENDMENTS

This Constitution may be amended by the following procedure: proposed amendments will be considered by the Elder Leadership Team. If approved by the ELT, the proposed amendment will be presented to the membership in written form at least three Sundays and two full weeks prior to the meeting called for that purpose. The amendment will be considered adopted by a three-fourths (3/4) vote of the membership in its favor.

## ARTICLE V DISSOLUTION

No part of the net earnings of the corporation shall ever inure to the benefit of any donor, member, director, or officer of the corporation, or any private individual; and no donor, member, director, or officer of the corporation, or any private individual shall ever be entitled to share in the distribution of any of the corporation assets. Upon dissolution, any assets of the corporation must be distributed to one or more organizations recognized by the Internal Revenue Service as one organized exclusively for religious, charitable, scientific, literary, or educational purposes. Distribution of assets will be determined by a simple majority vote of the membership.

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# BYLAWS

## ARTICLE I MEMBERSHIP

### **Section 1 - Purpose of Membership**

Crossroads Church holds the issue of church membership in high regard. While every genuine follower of Jesus Christ is a member of His Universal Church, membership with Crossroads Church is determined by those willing to become Covenant Members. Collectively, our members function as the primary missionaries of the church to our culture. We are called to serve as ambassadors of Christ to share and live out the Gospel with those whom God has placed in our lives. Covenant Membership is a public affirmation of a personal commitment to this mission and to one another. Members who enter into this covenant with Crossroads Church are called to a higher degree of responsibility and service. Conversely, the Elder Leadership Team has committed to shepherding the members of Crossroads by providing oversight, counsel, service, aid, prayer, teaching, and guidance.

### **Section 2 - Privileges and Responsibilities of Membership**

It is expected that all covenant members of Crossroads Church will display a genuine and transparent commitment to live out the following Membership Covenant.

- Having been led by the Spirit of God, I confess the Lord Jesus Christ as my Savior and, upon this profession of my faith, having been baptized as a public proclamation of my identity in Him, I do now, in the presence of God, most solemnly and joyfully enter into a covenant with the membership of Crossroads Church.
- I submit, therefore, by the power of the Holy Spirit, to walk together in Christian love, to strive for the advancement of Crossroads Church in love, knowledge, holiness and service; to sustain its worship, ordinances, mission, values, discipline, Constitution and Bylaws and doctrines; to contribute cheerfully and regularly to support the ministry and expenses of Crossroads Church, and the spread of the Gospel throughout the nations.
- In honoring the example of the early church, I commit myself to hearing, obeying and sharing the Word of God; to immerse myself in the fellowship of the church, caring for the needs of others and being cared for by the church body; to practice authentic and humble prayer in all that I do; to giving God my genuine and honest worship in all areas of my life.
- I further commit to watch over one another in brotherly love; to remember one another in prayer; to aid one another in sickness and distress; to cultivate Christ's love in actions and in speech; to be slow to take offense, but always ready to display the fruits of repentance that results in reconciliation.
- I devote myself to live above reproach in the world; to be just in my dealings, faithful in my responsibilities, and exemplary in my behavior, to avoid all gossip, backbiting and ungodly expressions of anger; to seek God's help in abstaining from all practices which bring unwarranted harm to the body or jeopardize my own or another's faith.
- I surrender myself, under the direction of the Holy Spirit, to the discovery of my God-ordained gifts and passions and will exercise their use to serve the Mission of Crossroads Church. I will faithfully and passionately participate in weekly worship gatherings, small groups and service teams partnering with the Holy Spirit and the Body of Crossroads Church to produce maturing disciples of Jesus Christ.

Membership in this church shall not vest in any member any proprietary rights in the church but shall only

entitle the member to vote at meetings of the members on those matters submitted to the church membership by the Elder Leadership Team. Voting privileges are restricted to active members in good standing.

We agree to not pursue legal action or sue one another, the church known as Crossroads Church in Carmichael, the pastors, elders, deacons or staff because we believe the Bible forbids believers from taking one another to a secular court. (1 Corinthians 6:1-8)

### **Section 3 - Qualifications for Membership**

Membership in Crossroads Church in Carmichael shall be open to all persons who confess Jesus Christ as Savior, have been baptized and are at least 14 years of age.

### **Section 4 - Process of Membership**

Those seeking to become Covenant Members of Crossroads Church will be required to:

#### Attend a membership class

This class covers what it means to be a committed follower of Jesus Christ, what is distinctive about Crossroads Church in Carmichael, the expectations for Covenant Membership, the history of Crossroads, our leadership structure, our Mission, Our Convictions and our process for producing disciples of Jesus Christ. In this class each participant will receive the Membership Covenant application and a copy of the Constitution and Bylaws.

#### Participate in a small group

Weekly attendance in a Life Group of at least three months is required before committing to Covenant Membership. This is intended to allow prospective members the opportunity to experience life at Crossroads Church and to become known by others at Crossroads.

#### Affirmation by the Elder Leadership Team (ELT)

Once the application for membership is completed and the Membership Covenant is signed, the next step is an interview with one or more of the Elders, at which time the prospective member will share his or her testimony of conversion to Christ.

#### Make a public confession of Jesus Christ

During a weekly worship service, each new member will be asked to confess their commitment to Christ and to the Membership Covenant.

If, upon review of an application for membership and/or after meeting with a prospective member, the ELT is convinced that the applicant does not agree with the Membership Covenant or that there is not sufficient evidence of true conversion, the ELT shall deny membership to the applicant on the basis that said applicant is not qualified to become a member.

### **Section 5 - Removal from Membership**

Any member wishing to terminate their membership may do so by written request to the ELT. Any member who does not attend the services of this church for a period of one year shall be subject to removal at the discretion of the ELT.

Any member who fails to submit to church discipline shall have all membership privileges suspended. After a period of one year, they shall be removed from membership.

### **Section 6 - Church Discipline and Restoration**

Discipline and restoration imply instruction and correction, the training which improves, molds, strengthens, and perfects character. The goal of discipline is to bring about repentance, correction, obedience and

restoration of God's child resulting in the assurance of the love of God and His people. Discipline and restoration also serve to preserve the testimony of the Church and to protect the local body from the destruction of sinful behavior and false teaching.

The Word of God invests in the ELT the authority and responsibility to impartially exercise the process of discipline and restoration within the local body they serve. Failure to respond to this process will result in separation from fellowship, termination of ministry and possible dismissal from membership.

A request for resignation of membership while under discipline shall in no way expunge from the record such disciplinary action, and no reapplication for membership will be considered until the discipline matter has been properly reconciled.

## ARTICLE II ELDERS

### **Section 1 - Governance**

Oversight, shepherding and leadership of Crossroads Church in Carmichael shall be vested in the Elder Leadership Team (ELT).

### **Section 2 - Qualifications**

An elder must publicly confess Christ as his personal Savior (Romans 10:9-10). He must be committed to and display evidence of growing in the character qualifications listed in I Timothy 3:1-7 and Titus 1:5-9.

An elder must be deeply committed to live out the MISSION and VALUES God has given Crossroads Church and give himself to communicating and exemplifying our STRATEGY designed to enable Crossroads Church to fulfill our Savior's command to make disciples. He must agree with Our Convictions document and the Constitution and Bylaws of Crossroads Church in Carmichael.

### **Section 3 - Appointment and Termination**

The ELT shall consist of five (5) to twelve (12) elders. Prospective candidates will be submitted to the ELT who, after unanimous confirmation by the ELT, shall be presented to the membership for affirmation by a two-thirds (2/3) vote in a meeting called for that purpose. In the case of vacancies, the ELT shall appoint replacements until the next membership meeting.

An elder shall serve for an unlimited term. His ministry may be terminated by resignation or by a unanimous decision of all remaining elders.

### **Section 4 - Responsibilities**

- A. The ELT serves the Crossroads family by governing, serving, overseeing, teaching, equipping and feeding. (1 Timothy 3:1-5, 5:17; Acts 20:28; 1 Peter 5:2; 1 Thessalonians 5:12; Titus 1:9; Hebrews 13:17; Ephesians 4:11-12)
- B. The ELT is committed to the development and mentoring of future leaders.
- C. The elders support and care for one another, providing accountability and unity for the church family to see.
- D. Elders share in the shepherding of small groups.

- E. Elders are committed to a weekly time of prayer together.
- F. The ELT will examine all applicants for membership, seeking evidence of the reality of their salvation, spiritual life, and agreement with Our Convictions and the Constitution and Bylaws of Crossroads Church in Carmichael.
- G. The ELT assists with baptism, communion, weekly worship services, funerals and weddings.
- H. When the church is without a Teaching Pastor, the ELT will serve as the Pulpit Committee. The responsibilities of the Pulpit Committee are to identify an interim and/or permanent Teaching Pastor and to provide teaching for the regular services until said search is completed.
- I. The ELT participates in the counseling ministry of the church.
- J. The ELT shall establish policies and practices for the church consistent with the purposes set forth in this Constitution and Bylaws.
- K. The ELT shall determine and approve an annual operating budget, taking into consideration the recommendations of the Deacon Service Team and consistent with the purposes set forth in the Constitution and Bylaws.
- L. The ELT shall not encumber, loan, buy, sell, or transfer real property without the authorization of the membership by a two-thirds (2/3) vote. It shall be the function of the ELT or their designated agent to sign any legal documents involving the sale, mortgage, purchase or lease of church property or any other legal documents requiring the signature of the ELT or their designated agent on behalf of Crossroads Church in Carmichael.
- M. The ELT shall serve as the Board of Directors of the Sacramento Bible Institute, a California nonprofit religious corporation.
- N. The ELT shall oversee and empower the ministry of the Deacon Service Team.
- O. The ELT shall provide oversight of all ministries.

## **Section 5 - Officers and Procedures**

- A. Chairman - The Chairman shall oversee the agenda and direct the meetings of the ELT and preside over membership meetings including the annual meeting.
- B. Vice-Chairman - In the absence of the Chairman, the Vice-Chairman assumes all duties of the Chairman.
- C. Clerk - The Clerk shall keep an accurate record of the proceedings of the ELT and of all church business meetings. He shall keep such other records as directed by the ELT.
- D. At their first scheduled meeting, following the annual meeting, the ELT shall elect a Chairman, Vice-Chairman, and Clerk from their number. They shall serve for one (1) year.
- E. The ELT shall meet regularly as they determine. Special meetings may be called by the Chairman, Vice-Chairman or the Teaching Pastor. A majority of the ELT shall constitute a quorum. The ELT may invite members to attend portions of their regular meetings as deemed necessary.
- F. Except as otherwise provided in this Constitution, a majority vote of the ELT shall be sufficient to decide a question. Each member of the ELT shall be empowered to cast a vote.

- G. The ELT shall establish its own rules of procedure for its meetings.

## ARTICLE III DEACONS

### **Section 1 - Governance**

The oversight, leadership and direction for serving the physical needs of the church family shall be vested in the Deacon Service Team (DST), allowing the ELT to give themselves to the responsibility of shepherding the church.

### **Section 2 - Qualifications**

A deacon must publicly confess Christ as his personal Savior (Romans 10:9-10). A deacon must be committed to, and display evidence of, growing in the character qualifications listed in I Timothy 3:8-13.

A deacon must be deeply committed to live out the MISSION and VALUES God has given Crossroads Church. He must also give himself to communicating and exemplifying our STRATEGY designed to enable Crossroads Church to fulfill our Savior's command to make disciples. He must agree with Our Convictions document and the Constitution and Bylaws of Crossroads Church in Carmichael.

### **Section 3 - Appointment and Termination**

The DST shall consist of five (5) to sixteen (16) deacons. Prospective candidates will be submitted to the ELT who, after unanimous confirmation by the ELT, shall be presented to the membership for affirmation by a two-thirds (2/3) vote in a meeting called for that purpose. In the case of vacancies, the DST can recommend to the ELT replacements for appointment until the next membership meeting.

A deacon shall serve for an unlimited term. His ministry may be terminated by resignation or by a unanimous decision of the ELT.

### **Section 4 - Responsibilities**

- A. The DST serves the Crossroads family by identifying, facilitating, and providing oversight for the meeting of physical and practical needs (Acts 6).
- B. The DST is committed to the development and mentoring of future leaders.
- C. Deacons support and care for one another, providing accountability and unity for the church family to see.
- D. Deacons provide additional support to our small groups to facilitate meeting needs of the Crossroads family.
- E. Deacons are committed to a weekly time of prayer with the ELT.
- F. The DST will provide direction for the distribution of benevolence.
- G. The DST directs the maintenance and management of the grounds and facilities to maintain and care for the physical properties of the church.
- H. The DST directs the care of those in need within the Crossroads family and others in need of help.

- I. The DST shall meet periodically with the ELT to discuss any matters relating to their ministry.

### **Section 5 - Officers and Procedures**

- A. Following the annual meeting, the DST shall elect a Chairman from their number at their next scheduled meeting. He shall serve for one (1) year. The Chairman shall oversee the agenda and direct the meetings of the DST.
- B. The DST shall meet regularly as they determine. Special meetings may be called by the Chairman. The DST shall establish its own rules of procedure for its meetings.

### **Section 6 - Women's Service Team**

Recognizing the biblical legitimacy for an organized ministry of women to support and assist the deacons in serving the physical and practical needs of the church family, the ELT will enlist and empower a team of women to minister to the needs of women and children in our church family.

## **ARTICLE IV PERSONNEL**

### **Section 1 - Teaching Pastor**

- A. Calling a Teaching Pastor. The ELT serving as the Pulpit Committee will identify and unanimously recommend to the membership a qualified candidate. The candidate shall be affirmed by a two-thirds (2/3) vote of the membership at a meeting called for that purpose.
- B. Qualifications of a Teaching Pastor. He must publicly confess Christ as his personal Savior. He must be committed to and display evidence of growing in the character qualifications listed in I Timothy 3:1-7 and Titus 1:5-9. He must be deeply committed to live out the MISSION and VALUES God has given Crossroads and give himself to communicating and exemplifying our STRATEGY designed to enable Crossroads to fulfill our Savior's command to make disciples. He must agree with Our Convictions document and the Constitution and Bylaws of Crossroads Church in Carmichael.
- C. Scope of Ministry. He shall faithfully provide biblical, relevant and clear teaching aimed at the transformation of lives and the equipping of the saints.

He shall proclaim, through his life and teaching, the clear Gospel message of Jesus Christ, as well as a clear and compelling vision for the church to fulfill the Savior's command to make disciples.

He shall be a member of the ELT.

He shall perform such duties as may be determined between the ELT and himself.

He shall be responsible for the oversight and direction of the ministry staff and other employees.

- D. Term of Service. The Teaching Pastor shall serve for an unlimited term. His ministry may be terminated by resignation or by a unanimous decision of all remaining members of the ELT. He shall give and be given a minimum of sixty (60) days notice of intended date of termination of service. By agreement, the ELT and the teaching pastor may set an earlier date.

### **Section 2 - Interim Pastor**

His duties and term of ministry shall be those as arranged between the ELT and himself. This

arrangement shall be in written form.

### **Section 3 - Associate Pastors**

- A. Calling an Associate Pastor. Associate pastors may be nominated by the teaching pastor or any elder, but no associate pastor shall be called without the approval of the Teaching Pastor. It shall require a unanimous decision of the ELT to present a candidate to the membership for affirmation by a two-thirds (2/3) vote in a meeting called for that purpose.
- B. Qualifications of an Associate Pastor. He must publicly confess Christ as his personal Savior. He must be committed to and display evidence of growing in the character qualifications listed in I Timothy 3:1-7 and Titus 1:5-9. He must be deeply committed to live out the MISSION and VALUES God has given Crossroads and give himself to communicating and exemplifying our STRATEGY designed to enable Crossroads to fulfill our Savior's command to make disciples. He must agree with Our Convictions document and the Constitution and Bylaws of Crossroads Church in Carmichael.
- C. Scope of Ministry. His ministry will be subject to a job description determined by the Teaching Pastor and subject to the approval of the ELT. His ministry will be in accordance with his gifts and passions. By virtue of his office and calling, he shall serve as an elder on the ELT.
- D. Term of Service. Associate pastors shall serve for an unlimited term. His ministry may be terminated by resignation or by a unanimous decision of all remaining members of the ELT. He shall give and be given a minimum of thirty (30) days notice of intended date of termination of service. By agreement, the ELT and the Associate Pastor may set an earlier date.

### **Section 4 - Ministry Staff**

- A. Ministry staff shall be appointed, empowered, and terminated by the Teaching Pastor (subject to budget approval when applicable).
- B. Ministry staff must be members of Crossroads Church in good standing.
- C. The explicit descriptions of the role and scope of each duly appointed position shall be kept in writing by the Administration Pastor and may be amended by the ELT.

## **ARTICLE V MEETINGS**

### **Section 1 - Membership Meetings**

The church membership may be called together by the ELT for the transaction of business or other pertinent matters.

### **Section 2 - Annual Meeting**

The annual meeting of the church shall be held within sixty (60) days after the close of the fiscal year. The fiscal year shall be the calendar year (January 1 through December 31). The agenda for the annual meeting shall be set by the ELT. It shall include, but is not limited to, the approval of the minutes of the previous annual meeting, the distribution of the annual reports and budget, and the election of officers, if needed.

### **Section 3 - Notice of Meeting**

Notice of all meetings and purpose of same shall be given for three Sundays and two full weeks.

### **Section 4 - Quorum**

The members present at any duly announced meeting of the church shall constitute a quorum.

### **Section 5 - Voting**

A two-thirds (2/3) vote shall be required to amend the Bylaws. Likewise, all other matters presented to the membership shall be determined by a two-thirds (2/3) vote, unless otherwise specified in these Bylaws. Voting in elections shall be by ballot vote.

### **Section 6 - Rules of Order**

Except as otherwise provided in this Constitution, the rules of order shall be determined by the ELT Chairman for the conducting of business.

## **ARTICLE VI ORDINATION, LICENSING and COMMISSIONING**

### **Section 1 - Ordination**

- A. Crossroads Church in Carmichael shall be the ordaining and licensing authority. When, in the judgment of the ELT, a man is called to the ministry of the Gospel, it shall be within their power to call and convene an Examining Council for ordination. Specific requirements for ordination shall be set forth in a written policy and procedure for ordination that has been adopted by the ELT. Copies shall be provided to the candidate and those invited to participate in the Examining Council. Upon recommendation of the Examining Council and approval of the ELT, an ordination service shall be held.
- B. If, after an investigation conducted by the ELT, any pastor ordained under this Constitution is found guilty of conduct worthy of disqualification from ministry, it shall be within the authority of the ELT to revoke his ordination credentials.

### **Section 2 - License**

- A. When, in the judgment of the ELT, a man is called to the ministry but is not in a ministry requiring ordination, he may be granted a ministerial license. Such license shall include such limitations as determined by the ELT.
- B. If, after an investigation conducted by the ELT, any pastor licensed under this Constitution is found guilty of conduct worthy of disqualification from ministry, it shall be within the authority of the ELT to revoke his licensing credentials.

### **Section 3 - Commission**

When, in the judgment of the ELT, a person is called and qualified for a special ministry, that person may be publicly commissioned to that ministry, including but not limited to, missions, outreach ministries and equipping the saints.

## **ARTICLE VII MARRIAGE**

Marriage is a union ordained by God and is presented in the Bible as a picture of Christ's relationship to the

Church. As such, we believe marriage to be a profound spiritual institution established by God and subject to His commands.

Any marriage performed on church premises shall be officiated by a duly ordained or licensed pastor. Pastors officiating at marriage ceremonies on church premises, whether or not employed by the church, shall affirm their agreement with Our Convictions document and shall conduct themselves in a matter that is consistent therewith.

Applicants wishing to have a ceremony performed by a pastor employed at the church, or to use the church facilities, shall affirm their agreement with the Our Convictions document and shall conduct themselves in a matter that is consistent therewith.

The pastor assigned by the church to implement the procedures contained in this article may, in his sole discretion, decline to make the church facilities available for a ceremony when, in his judgment, there are significant concerns that one or both of the applicants may not be qualified to enter into the bond of marriage for theological, doctrinal, moral, or legal reasons.