

CONSTITUTION AND BYLAWS

OF

CREEKSIDE COVENANT CHURCH
REDMOND, WASHINGTON

CONSTITUTION

PREAMBLE OF THE EVANGELICAL COVENANT CHURCH

The Evangelical Covenant Church is a communion of congregations gathered by God, united in Christ, and empowered by the Holy Spirit to obey the great commandment and the great commission. It affirms its companionship in faith with other church bodies and all those who fear God and keep God's commandments.

The Evangelical Covenant Church adheres to the affirmations of the Protestant Reformation regarding the Bible. It confesses that the Holy Scripture, the Old and the New Testament, is the Word of God and the only perfect rule for faith, doctrine, and conduct. It affirms the historic confessions of the Christian church, particularly the Apostles' Creed, while emphasizing the sovereignty of the Word of God over all creedal interpretations.

In continuity with the renewal movements of historic Pietism, the Evangelical Covenant Church especially cherished the dual emphasis on new birth and new life in Christ, believing that personal faith in Jesus Christ as Savior and Lord is the foundation for our mission of evangelism and Christian nurture. Our common experience of God's grace and love in Jesus Christ continues to sustain the Evangelical Covenant Church as an interdependent body of believers that recognizes but transcends our theological differences.

The Evangelical Covenant Church celebrates two divinely ordained sacraments, baptism and the Lord's Supper. Recognizing the reality of freedom in Christ, and in conscious dependence on the work of the Holy Spirit, we practice both the baptism of infants and believer baptism. The Evangelical Covenant Church embraces this freedom in Christ as a gift that preserves personal conviction, yet guards against an individualism that disregards the centrality of the Word of God and the mutual responsibilities and disciplines of the spiritual community.

The Evangelical Covenant Church has its roots in historical Christianity, the Protestant Reformation, the biblical instruction of the Lutheran Church of Sweden, and the great spiritual awakenings of the eighteenth and nineteenth centuries. These influences, together with more recent North American renewal movements, continue to shape its development and distinctive spirit. The Evangelical Covenant Church is committed to reaching across boundaries of race, ethnicity, culture, gender, age, and status in the cultivation of communities of life and service.

INTRODUCTION TO THE CONSTITUTION AND BYLAWS OF CREEKSIDE COVENANT CHURCH

This document, which is in harmony with the above preamble, is the Constitution and Bylaws of the Creekside Covenant Church of Redmond, Washington.

Creekside Covenant Church, in order to accomplish its mission and purposes, has formulated and adopted this Constitution and Bylaws. The Constitution recognizes that the highest constituted authority of Creekside Covenant Church is the gathering of its members in duly authorized congregational meetings, which alone can adopt and amend the Constitution and Bylaws. Creekside Covenant Church shall be governed by this Constitution and Bylaws, its Articles of Incorporation, and all applicable laws.

ARTICLE I**Name**

The name of this church shall be Creekside Covenant Church of Redmond, Washington ("Creekside" or the "Church").

ARTICLE II**Affiliation**

Creekside is a member of the Evangelical Covenant Church and its North Pacific Conference. Creekside is pledged to work in harmony with the Evangelical Covenant Church and its decisions and to support its programs, policies, and institutions. Creekside also seeks to work in harmony with other Christian organizations with similar goals.

ARTICLE III**Confession of Faith**

As detailed in the Affirmations of Faith of the Evangelical Covenant Church, Creekside believes in the:

1. Holy Scriptures, Old and New Testament, as the Word of God and the only perfect rule for faith, doctrine, and conduct;
2. necessity of personal faith in Jesus Christ as Savior for salvation;
3. ministry of the Holy Spirit who works through believers to accomplish the work of God;
4. equality of all Christians before God regardless of gender, class, race, education, or wealth; and
5. reality that each person is unique and so is his or her experience in Christ.

We recognize that differences of opinion exist regarding non-essential theological issues, worship styles and sacramental practices. We believe, however, that these differences are overcome through sharing a common life in Jesus. In Christ we have freedom, constrained by His Lordship and His Holy Word.

ARTICLE IV**Purpose**

We covenant to cultivate a community of worship committed to prayer, preaching and study of the Word, the celebration of the sacraments, and fellowship across gender, race, age, culture, and class.

We covenant to equip loving, giving, growing Christians to reach out with the good news of Jesus Christ—evangelizing the lost, ministering to those in need, and seeking justice for the oppressed.

In particular, Creekside Covenant Church exists to:

1. Be a missionary church by reaching out to the residents of Seattle's Eastside and surrounding communities, and by planting new churches.

2. Meet the spiritual needs of Christians by providing a place for growth, challenge and friendship.
3. Create a community that connects the realities of everyday life with faith in Jesus Christ through:
 - **Real People:** creating opportunities for spiritual friendships and emphasizing ministry to children and youth.
 - **Real Life:** encouraging spiritual growth that integrates the Word of God into the practicalities of everyday life.
 - **Real Answers:** relying on God’s Truth, the Bible to guide and direct our beliefs, decisions, plans, ministries and mission.

ARTICLE V

Membership

Membership in Creekside is open to anyone who:

1. affirms personal faith in the Lord Jesus Christ,
2. has been baptized according to the Scriptures,
3. accepts the Constitution, Bylaws and Statement of Faith (Article III); and
4. accepts the responsibilities of membership as set out in the Bylaws.

ARTICLE VI

Officers

The officers of Creekside shall be a chair, a vice-chair, a secretary, a financial secretary, and a treasurer.

ARTICLE VII

Governance

The authority of the government of Creekside is vested in its membership acting through congregational meetings as delineated in the Bylaws. The management, administration and oversight of all business and spiritual affairs of Creekside are delegated by the congregation to the Leadership Team as delineated in the Bylaws. All elected leadership specified in the Bylaws shall be members of Creekside.

ARTICLE VIII

Congregational Business Meetings

Section 1

Congregational business meetings shall be held at stated intervals, but not less than annually, and whenever duly called according to the provisions of the Bylaws in order to act on matters requiring congregational review or approval. An annual congregational business meeting shall be held within one month of the end of the fiscal year. At the annual meeting, (1) written progress reports shall be submitted by the Lead Pastor and

the Leadership Team, (2) financial reports shall be submitted by the Treasurer for Creekside and each of its organizations, and (3) issues that require membership vote as stipulated in the Bylaws will be submitted for action.

Section 2

Notice of all congregational business meetings shall be mailed to members not less than two weeks prior to the meeting and shall include the date, time of the meeting, and an annotated agenda of business to be transacted.

ARTICLE IX

Property

In the event of schism within Creekside, from which we earnestly pray God to spare us, the title of all property of Creekside, real or personal, shall remain with the group that abides by this constitution, as determined by the executive board of the North Pacific Conference of the Evangelical Covenant Church. In the event of dissolution of Creekside, the property and all assets of Creekside shall become and be the property of The Evangelical Covenant Church and the North Pacific Conference.

ARTICLE X

Amendments

Amendments in harmony with this constitution may be adopted by a two-thirds vote of those present and voting in a duly called meeting of the congregation, providing the proposed amendment was presented in written form at a congregational meeting at least six months prior. Articles IX and X of this constitution may be amended only with the approval of the executive board of the North Pacific Conference of the Evangelical Covenant Church.

BYLAWS

ARTICLE I

Membership

Section 1. Purpose and Responsibilities

The members of Creekside do covenant together by God's grace to live lives in a manner consistent with the standards of biblical teaching, including the support of this local ministry in attendance, prayer, service, and giving, to live lives in word and deed that are an encouragement to others to know and be like Jesus Christ, to reflect in all our relationships the servant love of our Lord, and to support the broader mission of Christ through the Evangelical Covenant Church.

While Creekside Covenant Church holds an open attitude regarding acceptance and involvement of all people in fellowship and worship at Creekside, the purpose of membership is to give people the opportunity publicly to acknowledge and actively to commit to the purpose of Creekside as stated in Article IV of the Constitution.

All members of Creekside are expected to be:

- a. **celebrating** (consistently participating in worship);
- b. **connecting** (building relationships by regularly participating in a Creekside small group, support group, task group or ministry team);
- c. **listening** (spending time in prayer and Scripture reading on a regular basis);
- d. **giving** (committed involvement with a specific ministry and committed to regular financial support to further the work of God); and
- e. **inviting** (regularly sharing the Good News with others and inviting friends to church).

The Creekside Leadership Team will regularly pray for and offer support, study materials, and occasional seminars to help members in these commitments.

Section 2. Procedure for Admission

- a. Membership is open to all who have made a personal profession of faith in Jesus Christ and have been baptized.
- b. Persons desiring to apply for membership in Creekside will participate in a membership orientation class. Upon completion of the class, an application for membership, which shall include a written personal statement of faith in which they articulate their own personal relationship to Jesus Christ as Lord, will be completed and returned to the Leadership Team. The Leadership Team, upon finding the applicant eligible, shall recommend the applicant for membership and notify members of Creekside of their recommendation. Any member objecting to or having concerns over the granting of membership to an applicant shall communicate in writing such objection or concern to the Leadership Team within 10 days after notification by the Leadership Team.
- c. Final action on applications for membership shall be taken by the Leadership Team within sixty (60) days of their submission.

- d. New members shall be duly acknowledged in a timely manner at a public service or congregational meeting.

Section 3. Voting Rights of Members

Every member fourteen years of age and older shall have the right to vote at duly called congregational meetings and shall be entitled to cast one vote on any item of action. Voting by proxy is prohibited.

Section 4. Discipline of Erring Members

- a. The Leadership Team shall be responsible for admonishing members who willfully neglect their responsibilities to Creekside or who err in doctrine or conduct.
- b. Any member known to err in doctrine or conduct shall be counseled according to the procedure outlined in Matthew 18:15-18 and Galatians 6:1. Any member having knowledge of such error shall, in the spirit of Christian love, seek to restore the erring member. If he or she does not heed this counsel, the matter shall be brought to the attention of the Leadership Team, which shall in meekness and gentleness seek to restore the member. If that member still continues in their course, the Leadership Team shall act according to Matt.18: 15-18; I Cor. 5:11-13, I Thes. 5:14, and Gal. 6:1-5.
- c. The removal of a member may be ordered only by a unanimous vote of the Leadership Team after the above process has been completed. No member shall be excluded without having the opportunity to defend him/herself at a congregational meeting where action of dismissal by the Leadership Team can be reversed by a vote of two-thirds of the voting members.
- d. A member who has been properly dismissed from the Church, or has withdrawn membership, forfeits all rights and privileges of membership in the Church (II Thes. 3:6).
- e. A member dismissed by the Leadership Team shall be restored by the Leadership Team according to the spirit of II Corinthians 2:7-8, when the resolution of the precipitating issue and the person's life are judged to be in accordance with the standards of this Article.

Section 5. Withdrawal of members

Any member desiring to withdraw from membership of Creekside shall make such request in writing to the Lead Pastor or Leadership Team, which request shall be effective immediately. Members moving to other areas shall be encouraged to find and establish a relationship with an evangelical church in the area of new residence.

Section 6. Recording

The names of those joining and terminating membership shall be duly recorded and made available to any member of the congregation upon request.

Section 7. Other

Nothing in this Article shall be constructed as limiting the right of Creekside to refer to persons associated with it as "members." The legal definition of membership is membership as defined in Bylaws Article I, Sections 1 and 2.

ARTICLE II**The Leadership Team****Section 1. Qualification**

All Leadership Team members shall be members of Creekside and shall meet the biblical standards of character for church leaders (1 Tim. 3; Titus 1).

Section 2. Composition

The Leadership Team shall be composed of not less than six (6) nor more than 15 Leadership Team members, one of whom shall be the Lead Pastor (ex officio).

Section 3. Election

- a. More than one-half of the Leadership Team shall consist of members of the congregation who are not on the pastoral staff. Prospective members of the Leadership Team shall be nominated by the Nominating Task Force (as detailed in Bylaws Article III, Section 2c) from among current members of the Church with demonstrated character, ministry gifts, and membership commitment. Members shall be ratified by a majority vote of those members voting at a duly called meeting of the congregation.
- b. Less than one-half of the Leadership Team shall consist of pastoral staff. Pastoral staff may be selected by the Lead Pastor to serve on the Leadership Team as ex officio members. Pastors other than the Lead Pastor shall not be eligible to vote on matters of pastoral compensation or pastoral dismissal that come before the Leadership Team unless otherwise prescribed in these Bylaws.

Section 4. Term of Office

Non-pastoral members of the Leadership Team may serve for up to three consecutive two-year terms. They may serve again after a one-year break in service. Pastoral members of the Leadership Team may serve an indefinite number of one-year terms, subject to other provisions in these Bylaws. The term of office shall begin following the annual meeting of the congregation. If a Leadership Team member is added at a point in the year different from the annual meeting, their first term will expire at the time of the annual meeting in their second year of service.

Section 5. Removal from Leadership Team and Vacancies

- a. Non-pastoral members of the Leadership Team may be removed by a vote of two-thirds of the Leadership Team, when ratified by a vote of two-thirds of the voting members at a duly called congregational meeting.
- b. Pastoral members of the Leadership Team may be removed by (1) a vote of two-thirds of the Leadership Team or (2) by the Lead Pastor, when ratified by a vote of two-thirds of the current Leadership Team. In addition, pastoral members are automatically removed by virtue of leaving the position of pastor in Creekside.
- c. A person who is unable to resolve an issue with a non-pastoral Leadership Team member may bring the issue to the Leadership Team after seeking personal reconciliation. Should the issue remain unresolved in the mind of the person, that person may seek the action of the congregation to remove that Leadership Team member by bringing a resolution signed by 25% of the current membership to a duly called congregational meeting and receiving an affirmative vote of two-thirds of the voting members.

- d. The Leadership Team may appoint a replacement to serve the unexpired term of any vacancy created by removal or resignation of a Leadership Team member. A Leadership Team member so appointed shall not be precluded from being elected thereafter to three full consecutive terms.

Section 6. Quorum and Meetings

A majority of Leadership Team members shall constitute a quorum. Notice of all Leadership Team meetings shall be provided to Leadership Team members not less than two days prior to the meeting and shall include the date, place, and time of the meeting and an agenda of business to be transacted.

Section 7. Responsibilities of the Leadership Team

- a. The Leadership Team shall be responsible for building, maintaining and overseeing the spiritual welfare of the local body and for directing and overseeing all ministries and business affairs of Creekside.
- b. The Leadership Team shall act as the trustees of Creekside and its assets. They shall designate those Leadership Team members and any other members of Creekside who shall be authorized to sign legal documents on behalf of Creekside.
- c. The Leadership Team shall elect from among themselves a Chair, a Vice Chair, and Secretary, which members shall serve as officers of the Church. Where civil law requires the action of trustees, the Church officers shall act in that capacity.
 1. **Chair.** The Chair shall moderate at all meetings of the Leadership Team and shall preside at all business meetings of Creekside unless choosing to defer that responsibility at any given meeting. The Chair shall confer with Lead Pastor in preparing the agenda for such meetings, and shall utilize the counsel that the Lead Pastor can give by virtue of his or her training, experience, and calling. The Chair shall be responsible for leadership of Creekside services in the absence of the pastor.
 2. **Vice-chair.** The Vice-Chair shall assume the duties of the Chair in the Chair's absence, and assist in the Chair's duties.
 3. **Secretary.** The Secretary shall keep and preserve the minutes of all business meetings of Creekside and of the Leadership Team, and shall conduct and preserve all official correspondence as shall be delegated and shall be responsible for the official seal and documents of Creekside.
- d. The Leadership Team shall appoint non-pastoral Leadership Team members as a Treasurer and a Financial Secretary to be ratified by the Church members as provided in Article V, Section 5b of these Bylaws. The Treasurer shall disburse funds for church purposes in accordance with established policy. The Financial Secretary shall be authorized to receive monies on behalf of Creekside. The Treasurer shall ensure a complete record of receipts and disbursements of all church funds is maintained and ensure balanced books at all times. Neither the Treasurer nor the Financial Secretary shall serve more than four consecutive years in their respective capacities.
- e. The Leadership Team shall annually appoint financial experts to review the financial records of Creekside and report such findings to the congregation. The Treasurer shall present annual financial reports to the congregation as prescribed by the Constitution.
- f. The Leadership Team shall be responsible for overseeing the preparation of a budget for each fiscal year and submitting the annual budget to the membership for approval. Matters of staff compensation shall come from the Compensation Task Force as delineated

elsewhere. The Leadership Team members shall be responsible for seeing that the budget, as approved by the congregation, is carried out. The Leadership Team shall have the authority to adjust budget items and amounts as necessary; provided, however, that the Leadership Team shall submit to the congregation for approval all actual and anticipated revisions in projected expenses that in aggregate exceed 10% of the total annual budgeted expenses as most recently approved.

- g. The Leadership Team shall bring a report to the annual congregational meeting. This may be one and the same as the Lead Pastor's report.
- h. The Leadership Team shall be responsible for representing the congregation in certain staff relationships including:
 - 1. Annual appraisal of the ministry of the Lead Pastor and the ministry of the other staff, and provide godly counsel or discipline as required.
 - 2. Annual review and approval of staff compensation and approval of compensation for new staff; approval of other personnel expenses for any staff member or activity.
 - 3. Establishment of personnel policies.
 - 4. Approval of changes in staff job descriptions and approval of job descriptions for new staff positions.
 - 5. Maintenance of current job descriptions for all staff members.
 - 6. Hiring of support staff.
- i. The Leadership Team shall be responsible for approving or rejecting applications for membership.
- j. The Leadership Team shall be responsible for dealing with members who neglect their duties to Creekside and who err in doctrine and conduct, and shall do so in such a manner as to restore such members to full and complete fellowship, if possible, and if not possible, to take such action as may be appropriate under the Holy Scriptures and the Constitution and Bylaws of Creekside, including removal from membership. Discipline shall be administered in the spirit of Christ with due regard for the welfare of the individual disciplined as well as the welfare of Creekside. The Leadership Team shall not consider any grievance against a member unless such grievance is submitted in writing and supported by the evidence of two or more witnesses.
- k. The Leadership Team shall hear and respond appropriately to concerns of members.
- l. The Leadership Team shall determine ministry roles needed to carry out Creekside's mission and empower appropriate leadership.
- m. The Leadership Team shall be committed to raising up and valuing other leaders within the Church.

ARTICLE III**Ministry Teams and Task Forces****Section 1. Ministry Teams**

Ministry Teams shall be formed as required to implement the varied ministries of Creekside.

- a. Organization. Ministry Teams shall be chartered by the Leadership Team to implement specific ministries. The charter for a Ministry Team shall include: the statement of purpose; strategies; leadership structure; qualifications for ministry; and a provision that the ministry team shall terminate 15 months from the most recent Leadership Team review. The list of Ministry Teams shall be determined annually by the Leadership Team, upon recommendation of Creekside staff, in accord with Creekside's purpose, strategies, objectives, and as consistent with organizational and functional effectiveness.
- b. Duties. The duties of Ministry Teams shall be to:
 1. Develop and annually review its charter for submission to the Leadership Team.
 2. Recruit and train ministry personnel.
 3. Define and provide the necessary materials required for ministry.
 4. Submit annually to the Leadership Team proposed budgets and objectives for the forthcoming year and manage consistent with approved budgets.
 5. Meet as required to plan and execute specific ministry objectives.
 6. Review and provide a written report, at least semiannually, of progress against objectives to the ministry staff and Leadership Team.

Each Ministry Team shall normally have at least one Leadership Team member as an ex-officio member, who may also serve as that ministry team's leader.

- c. Leadership.
 1. The leader of a Ministry Team shall be approved by the Leadership Team in consultation with the pastor(s). The team leader will serve as liaison to the Leadership Team.
 2. Ministry Team members may be selected by the Ministry Team leader in accord with guidelines in its ministry charter.
 3. Each Ministry Team shall organize itself as required to perform its ministry.

Section 2. Task Forces

In addition to the following specific task forces, the Leadership Team shall establish organized working groups as needed to accomplish specific projects of a defined duration.

- a. Lead Pastor Search Task Force. The Lead Pastor Search Task Force shall recommend to the congregation a candidate for the position of Lead Pastor. Members of this task force shall be nominated by a two-thirds vote of the Leadership Team and ratified by a duly called congregational meeting. It shall be comprised of five to nine members, including at least two members of the Leadership Team and at least two members from the congregation at large. No member of the Church staff may serve on the Lead Pastor Search Task Force. A Leadership Team member shall chair the task force. It shall confer regularly with the Superintendent of the North Pacific Conference.

- b. Compensation Task Force. The Leadership Team shall appoint a Compensation Task Force to recommend staff compensation. It shall be comprised of the Lead Pastor, the Church administrator, a member of the Leadership Team who is not on the Church staff, and up to two at-large members of the congregation (particularly those experienced in compensation matters), who shall be selected by a two-thirds vote of the Leadership Team. The Compensation Task Force (excluding the Lead Pastor) shall recommend the Lead Pastor's compensation. This task force shall work with the Lead pastor to recommend compensation for other staff members of the Church. At-large members may serve for up to four consecutive one-year terms. Leadership Team members of the Compensation Task Force shall be appointed annually from the Leadership Team.
- c. Nominating Task Force. The nominating task force shall be responsible for nominations to fill the offices of Leadership Team and any other positions assigned to it either by the Leadership Team or congregation.
 - 1. The Nominating Task Force shall consist of the Lead Pastor, one non-pastoral member of the Leadership Team and at least three at-large members of the congregation of appropriate character, giftedness, call and commitment to Creekside, who shall be selected by a two-thirds vote of the Leadership Team and ratified by a duly called congregational meeting. A majority of members of the Nominating Task Force shall be non-pastoral members. The Leadership Team shall designate one of its members to serve as Chair of the Nominating Task Force.
 - 2. In nominating members for position on the Leadership Team or any other position assigned to it, the Nominating Task Force may consider any member of appropriate character, giftedness, call and commitment to Creekside. Nominees must be ratified by a vote of two-thirds of the members of the Leadership Team prior to being submitted to the congregation for a vote.
 - 3. The term of the member from the Leadership Team shall be at the pleasure of the Leadership Team. At-large members shall serve for a one-year term and may serve up to three consecutive terms.
 - 4. A majority of members shall constitute a quorum of the Nominating Task Force.

ARTICLE IV

Pastors

Section 1. Qualifications

Pastors of the Church shall meet the qualifications set forth for church leadership in the New Testament (1 Timothy 3; Titus 1). Pastors shall be or seek to be in good standing with the Evangelical Covenant Church. Pastors shall both in word and precept work in harmony with the Covenant, the North Pacific Conference, and other Covenant ministers. They shall also seek to work in harmony with other Christian organizations with similar goals. A pastor shall be a member of Creekside by virtue of the call to serve Creekside.

Section 2. Call of Lead Pastor

The Lead Pastor shall be called at a duly called congregational business meeting, the purpose of which shall be announced at least two weeks in advance. The Lead Pastor shall be nominated by a joint resolution of the Lead Pastor search task force, whose functions are delineated elsewhere in

these Bylaws, and the non-pastoral members of the Leadership Team. The Lead Pastor shall be called by ballot of the attending membership with a vote of two-thirds of the voting members.

Section 3. Call of other pastors

Other pastors shall be called by the Leadership Team acting by a vote of at least 80% of its members. The Leadership Team shall give notice to the congregation of the recommendation for pastor at least 10 days prior to the Leadership Team issuing a call. If the Leadership Team receives written objection or concerns, the recommendation shall be submitted to a congregational business meeting. In such case, the call shall require a vote of two-thirds of the voting members at the meeting. The duration of a pastor's tenure and the notice required for termination of service shall be set forth in the letter of call.

Section 4. Cooperation

The pastor(s) of Creekside shall, both in word and precept, seek to work in harmony with the Evangelical Covenant Church, the North Pacific Conference, other Covenant ministers and with all other Christian organizations with similar goals.

Section 5. Duties of Lead Pastor

- a. The Lead Pastor shall preach and teach the Word of God, oversee the administration of the sacraments, and faithfully carry out pastoral work.
- b. The Lead Pastor shall supervise church staff, providing counsel, encouragement, and Christian discipline so as to assist in the accomplishment of objectives for each staff member. All staff personnel are responsible to the Lead Pastor.
- c. The Lead Pastor shall present a progress report to the annual congregational meeting.
- d. The Lead Pastor shall be an ex officio member of the Leadership Team and all other ministry teams and task forces of the Church and in such capacity shall strive to establish and accomplish objectives and strategies in conjunction with the mission and purpose of Creekside.
- e. In the event that the Lead Pastor is unable to fulfill his or her duties, the Leadership Team, under the direction of the acting Chairman, shall be given the authority necessary to lead the Church until the Lead Pastor's functioning is restored.

Section 6. Other pastors

Other pastors shall carry out specific areas of ministry under the direction of the Lead Pastor. They may be designated by the Lead Pastor or majority vote Leadership Team to be the leader or member of one or more ministry teams or task forces.

Section 7. Charges against a pastor

- a. Before any member brings charges against a pastor, they shall first seek personal reconciliation with the offending pastor.
- b. If any member wishes to charge a pastor other than the Lead Pastor with indiscretion, immorality, doctrinal error, unethical behavior, or disloyalty to the Covenant as called for in the Covenant's Rules for Ordered Ministry, they shall do so in writing to the Lead Pastor and to the Leadership Team. If in the judgment of the Lead Pastor or Leadership Team there is substance to the charges, the Lead Pastor shall confer with the conference Superintendent and the Covenant Executive Secretary of the Ministry prior to further action by the Church.

- c. If any member wishes to charge the Lead Pastor with indiscretion, immorality, doctrinal error, unethical behavior, or disloyalty to the Covenant as called for in the Covenant's Rules for Ordered Ministry, they shall do so in writing to the Leadership Team. If in the judgment of the Leadership Team there is substance to the charges, the Leadership Team shall confer with the conference Superintendent and the Covenant Executive Secretary of the Ministry prior to further action by the Church
- d. If a pastor does not hold Covenant credentials, the Conference Superintendent and Covenant Executive Secretary shall be consulted for advice but action is limited to the Church itself. Any pastor who fails to become licensed with the Evangelical Covenant Church within 90 days of beginning service at Creekside or who loses a license may be dismissed at any time without prior notice by the Leadership Team.
- e. A person who does not feel that his/her issue with a pastor has been resolved after exhausting the steps described herein may seek the action of the congregation. This may be accomplished by bringing to a duly called congregational meeting a resolution for disciplinary action or removal signed by 25% of current members, and receiving a vote of two-thirds of the voting members.

Section 8. Removal of a Pastor

- a. The Lead Pastor shall be removed by a vote of two-thirds of the voting members at a duly called congregational meeting. The motion to remove shall come from the Leadership Team by a vote of two-thirds of its non-pastoral members.
- b. Other pastors shall be removed by a vote of two-thirds of the Leadership Team.
- c. A pastor may also be removed according to the provisions of Article IV, Section 7e above.

ARTICLE V

Meetings

Section 1. Annual meetings

The annual meeting shall be held within one month of the end of the fiscal year. If in the judgment of the Leadership Team the meeting cannot be held within such time it shall be held as soon thereafter as feasible. The Leadership Team shall be responsible for overseeing the preparation and submission of a written annual report to the membership at the annual meeting.

Section 2. Special meetings

Special meetings may be called by a two-thirds vote the Leadership Team or by written request signed by 10% of the current membership.

Section 3. Notification of meeting

Notice of all congregational business meetings shall be provided to members not less than two weeks prior to the meeting and shall include the date, time of the meeting, and an annotated agenda of business to be transacted.

Section 4. Conduct of meeting

The Chair of the Leadership Team, or in the absence of the Chair such other person as may be designated by the Leadership Team, shall serve as Chair of any meeting of the membership.

Section 5. Membership Action Items

At duly called meetings of the congregation certain matters will be brought for the attention or action of members as follows:

- a. Reports. At the annual meeting of the congregation, the congregation shall receive reports as called for in these Bylaws, including reports from the Lead Pastor, Leadership Team, and the Treasurer, which shall include a financial report of the past fiscal year and a presentation of the budget for the next fiscal year.
- b. Majority Ratification. The following matters require ratification by a majority of the voting members at a duly called congregational meeting:
 1. ratification of Treasurer;
 2. ratification of Financial Secretary;
 3. ratification of the at-large congregation members of the Nominating Task Force;
 4. ratification of the annual budget (except as provided below in this Section 5b);
 5. approval for the acquisition or sale for real property and related indebtedness;
 6. ratification of members on the Lead Pastor Search Task Force; and
 7. other matters brought for congregational action not specifically mentioned below.

On a temporary and transitional basis, Creekside hereby grants to the Leadership Team the ability, at its discretion, to report a budget for each fiscal year to the membership for membership feedback and response. In such circumstance, the Leadership Team shall have the authority to adjust budget items and amounts where necessary, but shall report in writing to the membership any revisions in expenses greater than 10% of the total annual budgeted expenses as most recently reported. This temporary and transitional plan shall end at the annual congregational meeting in 2004.

- c. Two-Thirds Ratification. The following matters require the affirmative vote of two-thirds of the voting members at a duly called congregational meeting:
 1. ratification of non-pastoral members of the Leadership Team;
 2. calling the Lead Pastor;
 3. amending the Articles of Incorporation;
 4. adopting, amending, or repealing the Constitution and Bylaws;
 5. disposing of all or substantially all of the Church's assets;
 6. adopting or amending a merger agreement;
 7. dissolution of the Church;
 8. rescinding the Leadership Team's removal of a church member; and
 9. removing an officer of the Church, a member of the Leadership Team, or a Pastor, subject to other provisions of these Bylaws.

Section 6. Voting

Each member, and only members, age 14 and older shall be entitled to cast one vote at any election on any subject at any annual or special meeting of the membership. Such votes must be cast in

person. Vote by proxy shall not be allowed. All votes shall be by secret ballot. The Chair of a meeting may call for open balloting where no objection is raised.

Section 7. Quorum

Ten percent of the current membership shall constitute a quorum at a duly called congregational meeting, with a minimum of 20 members. A roster of members shall be kept and be made available for the purpose of identifying eligible voters and determining a quorum.

Section 8. Rules of order

Upon appeal by a member of the congregation, Robert's Rules of Order shall be followed for those portions of a congregational meeting when an item for vote is under consideration.

Section 9. Final voice

The congregation reserves for itself final authority in any matter of its choice.

ARTICLE VI

Unity

In their personal actions and the execution of their offices and duties at Creekside, all members of Creekside shall recognize that they have an obligation before God to act in truth, righteousness and in such manner as to preserve the unity of the Spirit in the bond of peace (Col. 3:14).

ARTICLE VII

Indemnification

The Church will indemnify and hold harmless and defend all Leadership Team members, ministry team leaders, and staff members in the event of any claim or lawsuit against such person for any negligent action taken while serving the Church in any capacity.

ARTICLE VIII

Amendments

Section 1. Review

The Leadership Team shall periodically review the Constitution and Bylaws to ensure their structure is the most appropriate to help the Church fulfill its mission.

Section 2. Procedure

These Bylaws may be revised or amended in a manner not to conflict with the Constitution of Creekside by a vote of two-thirds of the members voting at a duly called congregational business meeting. A proposed amendment to the Bylaws must be presented in writing to the Leadership Team and members of Creekside not less than 90 days prior to the meeting called for the purpose of voting on bylaws changes.