

# **The Proposed Bylaws of St. Andrew's Church**

Little Rock, Arkansas

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**These bylaws were crafted, studied, presented, and adopted with the intent that they be read, interpreted and implemented consistent with both the letter and loving spirit of the Mission and Values of St. Andrew's Church.**

## **Article I**

### **Organization**

#### **Section 1. Incorporation**

St. Andrew's Church (hereinafter referred to as St. Andrew's) is a religious corporation formed under The Arkansas Non-Profit Corporation Act of 1993. It is recognized as exempt under section 501(c)(3) of the Internal Revenue Code.

#### **Section 2. Affiliation**

St. Andrew's is established as an Anglican church in the United States through relationship with the Anglican Mission in America (hereinafter known as the Anglican Mission). The Anglican Mission provides a way for congregations and clergy to be given episcopal oversight and remain connected to the worldwide Anglican Communion. St. Andrew's shall be subject to the authority, leadership and spiritual oversight of the Anglican Mission.

#### **Section 3. Location**

The principal place of worship for St. Andrew's shall be located in Little Rock, Arkansas.

## **Article II**

### **Membership**

**Section 1.** A member of St. Andrew's is one who:

- (1) Has a personal faith in Jesus Christ;
- (2) Is baptized in the name of the Father, Son, and Holy Spirit;
- (3) Has completed a newcomers orientation class;
- (4) Has participated in a membership or confirmation service at St. Andrew's; and
- (5) Is committed to and actively participates in the mission and values of St. Andrew's.

Voting members are those members who have demonstrated a commitment to the mission and values of St. Andrew's and are 18 years of age or older. All voting members present at duly called congregational meetings are entitled to one vote on all matters that require the approval of the congregation. Voting by proxy is not allowed. The church pastors are not entitled to vote.

**Section 2.** Responsibilities of Members

- (1) Grow in faith and in love of Jesus Christ (Ephesians 3:14-21)
- (2) Support of the mission and values of the church.
- (3) Receive oversight, teaching and instruction from church leadership.
- (4) Pursue godly relationships, respecting and caring for other parts of the body of Christ, and the world. (Romans 12; 1 Cor. 12; 2 Cor. 1:2).
- (5) Seek to serve others in the body of Christ, more than to be served. (John 13:12-15).

**Section 3.** Instruction of a Member

St. Andrew's desires to glorify God, deter sin and build relationships with one another by addressing those who depart from scripture or biblical conduct with teaching and correction according to Matthew 18:15-18, Ephesians 4:15-16, I Thessalonians 5:14, Titus 3:10.

**Section 4.** Termination of Membership

Membership in St. Andrew's shall end as a result of:

- (1) Death of the member.
- (2) Transferal of membership, or
- (3) Written request of the member.

## **Article III**

### **Leadership Team**

**Section 1.** Terms

Upon the recommendation for adoption of these bylaws by the vestry, and the subsequent adoption of same by the majority vote of the congregation of St. Andrew's in accordance with Article IX of the existing bylaws, these bylaws shall become effective on October 1,

2002. On this date, the first Leadership Team, which is to be appointed by the rector and Vestry, shall assume its role of church leadership. At this time the rector shall become the senior pastor, and the Vestry shall cease to exist. The Leadership Team, which shall include and be chaired by the senior pastor, shall be responsible for the mission and values of St. Andrew's. If the newly appointed Leadership Team should be determined by the Vestry to be prepared to assume its leadership role before October 1, 2002 it may confirm this action through a unanimous Vestry resolution. If the Vestry should determine that the Leadership Team is not prepared to assume its leadership role on October 1, 2002, it may delay the effective date to a more suitable time by Vestry resolution prior to October 1, 2002.

Members of the Leadership Team (with the exception of the senior pastor) shall be voting members of St. Andrew's, shall have demonstrated character traits described in 1 Timothy 3:1-7 and Titus 1:6-9, and shall have shown their support of, and commitment to, the Leadership Covenant, Mission, and Values of the Church. The desire of St. Andrew's is to be led by a Leadership Team consisting of persons who have illustrated godly character with a level of wisdom and maturity that is respected by the congregation of St. Andrew's. They shall be good overseers of resources, guardians of our values and caregivers to the congregation (1 Peter 5:1-2, Acts 20:28, 1 Thessalonians 5:12-13). Each Leadership Team member shall covenant to assist in the raising up, training, and transitioning of replacements and new team members. These additions to the Leadership Team, either due to vacancies or additional ministry needs, shall be made with the unanimous agreement of the Leadership Team.

The Leadership Team shall consist of at least six and not more than eight individuals, including the senior pastor. The Leadership Team shall meet regularly, as determined by the Team, and special meetings of the Leadership Team may be called by two or more Leadership Team members upon reasonable notice to all other members. Relatives shall not serve on the Leadership Team at the same time. All decisions of the Leadership Team shall be made unanimously, except as otherwise provided for herein.

## **Section 2. Accountability**

The Leadership Team shall be formed from individuals who are actively involved in the implementation of St. Andrew's stated mission and values. Leadership Team members shall commit themselves to personal and spiritual accountability to one another and to God. All Leadership Team members shall be expected to order their lives and their work in accordance with the Leadership Covenant of St. Andrew's. Serving as a member of the Leadership Team shall be viewed as a spiritual and serious matter and the members of the Team shall be expected to earnestly seek God's will with regard to the making of all decisions.

Leadership Team members may be removed by the unanimous agreement of the remaining Leadership Team members after the principles outlined in Matthew 18:15-17 have been followed. Leadership Team members are directly accountable to God, to one another and to the congregation.

### **Section 3. Evaluation**

All Leadership Team members, including the senior pastor, shall submit to and participate in an annual evaluation of one another within the Leadership Team. This evaluation will include all aspects of the Leadership Covenant of St. Andrew's.

### **Section 4. Secretary**

A secretary appointed by the Leadership Team shall record appropriate minutes of its meetings. All such minutes will be available for review by any member of the Church at the Church office.

### **Section 5. Treasurer**

A Treasurer shall be appointed by the Leadership Team to report regularly on the financial condition of the church to the Leadership Team and to oversee an annual audit of the financial matters of the Church. The Treasurer shall make a financial report to the Church at the annual congregational meeting.

## **Article IV**

### **Senior Pastor**

#### **Section 1. Call**

The senior pastor shall be called by God, qualified according to scripture, ordained in the ministry, and willing to fulfill this leadership responsibility. The senior pastor shall adopt the St. Andrew's Leadership Covenant of Christ-like Character, Conduct and Conversation. The senior pastor shall be recognized and honored by the Leadership Team and congregation. Should St. Andrew's find itself without a senior pastor, the Leadership Team, or a search team designated by it, shall seek God's direction and desire regarding the possible candidates for this position of service. The search team will present candidates to the congregation in an attempt to provide insight into the call upon their lives. When the Leadership Team is unanimous in its recognition of God's leading toward a particular candidate and is prepared to issue a call, it will identify the candidate to the congregation and establish a ten-day period during which members may provide comments to the Leadership Team regarding the candidate. The candidate may be called to St. Andrew's after the ten day period in the absence of a clear and convincing reason illustrating that the candidate is unqualified for this position.

#### **Section 2. Accountability**

Primarily, the senior pastor is accountable to our Lord and Savior. Scripture tells us that we all have to account to Him for our actions. We all must give an account:

- (1) For every careless word (Matthew 12:36)
- (2) For ourselves (Romans 14:12)
- (3) For those under our authority (Hebrews 13:17)
- (4) For our lifestyle (1 Peter 4:5)

Secondly, the senior pastor is accountable to the entire congregation. The call of the senior pastor includes providing oversight, direction, and facilitation of the mission and values of St. Andrew's. The spiritual welfare, purity, and ministry of the St. Andrew's congregation shall be of the highest priority to the senior pastor.

Lastly, the senior pastor is accountable to the members of the Leadership Team. The lay members of the Leadership Team shall serve as an accountability team to whom the senior pastor is accountable regarding issues in and of the Church, and as an avenue of issue resolution for members who, after having conversation and discussion with the senior pastor, continue to have unresolved questions or concerns. All issues of accountability shall be handled in accordance with the St. Andrew's Leadership Covenant of Christ-like Character, Conduct and Conversation, and Matthew 18:15-17.

### **Section 3. Terms**

The senior pastor shall serve as the chairman of the Leadership Team. In partnership with the Leadership Team, the senior pastor shall be responsible for the mission and values of St. Andrew's. The senior pastor shall prioritize his time in accordance with the mission and values of St. Andrew's. He shall serve as senior pastor until he and the Leadership Team agree that he should no longer serve in that capacity. If the lay members of the Leadership Team agree that the senior pastor should no longer serve in this capacity, but the senior pastor is not in agreement with the lay members of the Leadership Team, the Leadership Team shall submit a written request for intervention by the Anglican Mission bishop or ecclesiastical authority recognized as providing leadership and spiritual oversight to St. Andrew's. Within forty-five (45) days of receipt of this written notification, the ecclesiastical authority shall begin a process of mediation with the senior pastor and Leadership Team representatives. If mediation is not successful within sixty (60) days of receipt of the original notification, the ecclesiastical authority shall render a godly judgment with terms and conditions, including financial settlements, as shall seem to the authority to be just and compassionate. The decision of the ecclesiastical authority will not be subject to further review. The Leadership Team will then appoint an acting senior pastor to serve until the position of senior pastor can be filled.

## **Article V**

### **Meetings**

#### **Section 1. Annual Meeting**

There shall be an annual meeting of St. Andrew's during the first quarter of each year or at some other time to be designated with not less than 30 days notice given to the congregation by the senior pastor or the Leadership Team if the senior pastor is not available. At the annual meeting the congregation shall be provided with information and a forum for discussion about the mission, values, ministries and direction of St. Andrew's along with a financial report for the preceding year and a budget for the upcoming year. The senior pastor, or designated member of the Leadership Team, shall preside at all

congregational meetings. Roberts Rules of Order shall be in effect unless otherwise indicated.

### **Section 2. Special Meetings**

Congregational meetings other than the annual meeting may be called at any time by the senior pastor, by unanimous decision of the Leadership Team, or by one third (33%) of the voting members of St. Andrew's provided that 15 days written notice shall have been given to the congregation. This notice shall include the date, time, and place of the meeting along with the stated purpose of the meeting. The senior pastor or designated Leadership Team member(s) shall preside at all such special meetings, and Roberts Rules of Order shall be in effect unless otherwise indicated.

### **Section 3. Voting**

The senior pastor or Leadership Team may present issues requiring a decision to be made by the congregation of St. Andrew's. Every voting member shall be entitled to cast one vote.

### **Section 4. Quorum**

At all congregational meetings, fifty percent (50%) of the voting members shall constitute a quorum which is to be determined at the commencement of the meeting by a designated clerk. Decisions made at all congregational meetings shall be made by majority vote of those present constituting a quorum.

## **Article VI**

### **Staff**

#### **Section 1. Employment Decisions**

The senior pastor shall have the highest level of staff authority and shall supervise, or delegate the supervision of, employment decisions and the determination of job responsibilities for all staff. Employment decisions are subject to ratification by the Leadership Team. Each staff member must be faithful to the qualifications under which he/she was hired and the Leadership Covenant of Christ-like Character, Conduct and Conversation. If an employee fails to meet the requirements for which he/she was hired or has transitioned into, he/she may be released from employment. Decisions to terminate shall occur after faithful efforts have been made by staff and team members to restore him/her to their full potential as an employee of the church (Matthew 18:15-17) and due notice has been given to the employee.

#### **Section 2. Compensation**

Salaries for all staff and clergy shall be set and reviewed at least annually by the Leadership Team or a financial team designated by it. Budgets, including compensation information, shall be made available to the congregation at the annual meeting or other time deemed appropriate by the Leadership Team.

## **Article VII**

### **Finances**

#### **Section 1. Receipts**

St. Andrew's shall receive all monies or other properties transferred to it for purposes that are consistent with scripture and the mission and values of the church. The Leadership Team, or a team designated by it, shall establish policies and procedures that will ensure that generally accepted accounting principles and procedures will be followed by the Church.

#### **Section 2. Management and Review**

The Leadership Team, or a team designated by it, shall manage and disburse any funds or property only for the benefit of St. Andrew's in accordance with its mission and values and according to the established guidelines of the Church. The Leadership Team, or the financial team designated by it, shall present a budget in writing by the time of the annual meeting each year. All St. Andrew's budgets, original and modified, prepared by the designated financial team shall be made final upon approval of the Leadership Team. The Leadership Team shall also review the financial statements of St. Andrew's on a monthly basis.

## **Article VIII**

### **Property**

#### **Section 1. Titles**

Titles to all properties acquired with church funds or for church purposes shall be vested in St. Andrew's. Transfers, including encumbrances, of real property shall be made only with congregational vote in accordance with Article V Section 4. The Leadership Team, with the advice and consent of the congregation, shall determine the distribution of all net properties upon dissolution of the church.

## **Article IX**

### **Changing the Bylaws**

#### **Section 1. Amendments**

These bylaws of St. Andrew's may be amended, altered, or repealed at any time by unanimous agreement of the Leadership Team, and approval by the voting members of St. Andrew's in accordance with Article V, Section 4.

## **Article X**

### **Indemnification**

#### **Section 1. Leadership Team Member's Liability**

Every person who is or was a party or is threatened to be made a party to or is involved in any action, suit or proceeding, whether civil, criminal, administrative or investigative, by reason of his being a member of the Leadership Team or is or was serving as an assistant or helper at the request of St. Andrew's shall be indemnified and held harmless against all expenses, liabilities and losses (including attorney's fees, judgments, fines and amounts paid or to be paid in settlement) reasonably incurred or suffered by him in connection with such membership or service, except when such expenses, liabilities and losses result from his willful misconduct, self-dealings, embezzlement or theft. Such right shall be a contract right that may be enforced in any lawful manner. Such right of indemnification shall not be exclusive of any other right he might have, but it shall not be available until recovery from all other sources has been applied. St. Andrew's may purchase and maintain insurance on behalf of any person who is or may be entitled to indemnification under this section against any liability asserted against such person.

## **Article XI**

### **Insurance**

#### **Section 1. Insurance**

It shall be the responsibility of the Leadership Team to have insurance policies in place at all times. It is the desire of St. Andrew's to protect the staff, buildings, grounds, vehicles, contracts, and other church property in a manner consistent with accepted state or federal laws and reasonable judgment.

## **APPENDIX**

- I. The Mission of St. Andrew's Church
- II. The Values of St. Andrew's Church
- III. St. Andrew's Church Leadership Covenant





## **The Mission of St. Andrew's Church**

**“Transforming Lives and Communities  
through God’s Extraordinary Love”**

**We are a “Community of  
God’s Grace and Healing”**



**S**

### **SERVANT MINISTRY**

We believe that every Christian is created for ministry, gifted for ministry and needed for ministry. All Christians, therefore, will find their greatest joy and fulfillment as they follow the example of Jesus Christ who came to serve and not to be served (*Luke 22:27; Rom. 12*).

St. Andrew's is committed to being a gift-based, volunteer-driven church. We believe that every member is a servant minister who has received gifts from God to be discovered, developed and deployed (*Eph. 4:1-16; 1 Cor. 12-13*).

**A**

### **AUTHORITY OF SCRIPTURE**

We believe God's Word, as it is contained in the Holy Scripture, is the standard by which we are to order our lives, express our faith and live as a community (*2 Tim. 3:16-17*).

St. Andrew's is rooted in the truth of Jesus Christ—proclaiming his word and seeking to apply it to our lives through our small groups where encouragement and accountability nurture our faith (*Acts 2:42-47*).

**N**

### **NEW COMMUNITY**

We believe that in all we do we are to be a community that expresses the love, intimacy and unity of God revealed in the relationship of the Father, the Son and the Holy Spirit (*John 13:34; 1 John 4:11-21; Col. 3:12-14*).

St. Andrew's is an inviting community that encourages genuine relationships and seeks to offer God's love to all those we encounter. We believe that every person is valuable to God and, therefore, valuable to us (*Luke 10:25-28; Luke 15*).

**D**

### **DISCIPLESHIP**

We are committed to encouraging people to grow in faith, find freedom in Christ and develop godly character (*Acts 2:42-47; Gal. 5:1*).

St. Andrew's believes that our lives, from cradle to grave, should be marked by a genuine love for God. Every Christian, no matter his or her age, should desire continual spiritual growth. At St. Andrew's, this is encouraged through biblical teaching, team-based leadership, and ministry and small groups where accountability and honesty are modeled and the Christian life matures (*Col. 1:28-29; Eph. 4:11-16; 1 Peter 3:9*).

**R**

### **REACHING OUT**

We are committed to live our lives and grow our church in a manner that expresses the loving and longing heart of God for those who are disconnected from Jesus Christ and his church (*John 3:16-17, Matt. 9:12-13, 2 Peter 3:9*).

St. Andrew's has a passion to be a church (and to serve and start other churches) that lives fully for our Lord, Jesus Christ, seeking those who are disconnected from him and then inviting them to share with us in making the love of Christ known to others (*Matt. 28:18-20*).

**E**

### **EXPECTANT PRAYER**

We believe that prayer is the way of intimacy, growth and transformation in our relationship with Christ (*Luke 11:1-13*).

St. Andrew's believes that nothing of significance happens in God's kingdom in the absence of prayer. Therefore, we seek to make prayer a priority – inviting God to restore, heal and transform our lives, our communities and our world (*James 5:13-18; Rom. 8:26-28*).

**W'**

### **WORSHIP**

We live to worship and enjoy an encounter with the living God in which we are transformed and he is glorified (*Psalms 29:1-2; John 4:23-24*).

St. Andrew's corporate worship blends the Word of God and the sacraments, in the power of the Holy Spirit, in a way that is authentic and relevant to our cultural setting. Relating to our culture while remaining within the Anglican tradition is a balance we will keep (*Acts 17:22-24; 1 Cor. 9:22-23*).

**S**

### **SACRIFICIAL GIVING**

We believe that we are to be generous with our time, talents and money – sharing with those in need, supporting the work of God among us and spreading the Gospel of Jesus Christ (*1 John 3:17-18; Ezra 2:68-69; Acts 2:44-47*).

St. Andrew's believes that we have been blessed in order to be a blessing to others. Therefore, we desire to live our lives as an expression of thanks to God (*Gen. 12:1-3; Luke 12:22-34; 2 Cor. 9:7-15*).



## ST. ANDREW'S CHURCH LEADERSHIP COVENANT

### CHARACTER, CONDUCT AND CONVERSATION THAT ARE CHRISTLIKE

We, the leadership of St. Andrew's church, desiring to be faithful to Christ in our relationship with each other, and to model the love and unity as demonstrated by the Father, Son, and Holy Spirit, do covenant that we will strive to be Christlike in our character, conduct and conversation.

- We affirm that we will have teachable spirits, servant hearts, and will remain submitted to Jesus Christ.
- We affirm a commitment to fellowship, worship, thanksgiving, and prayer together—joyfully sharing in each other's lives.
- We affirm that we will intentionally love and encourage one another, recognizing and respecting the value of each individual and ministry.
- We are committed to integrity, loyalty, and trust.
- We affirm that we are ultimately accountable to God and immediately accountable to one another.
- We affirm that we will view all ministries as interwoven and equally valuable, working together toward a common goal.
- We affirm that we will communicate clearly, disagree openly and work through problems rather than bury issues.
- We affirm that confession, repentance and forgiveness among leadership leads to vulnerability and transparency.
- We commit to include new leaders and equip them for ministry.

Jesus replied: “‘Love the Lord your God with all your heart and with all your soul and with all your mind.’ This is the first and greatest commandment. And the second is like it: ‘Love your neighbor as yourself.’ All the Law and the Prophets hang on these two commandments.” (*Matthew 22:37-40*)

For the joy of the Lord is your strength. (*Nehemiah 8:10*)

I urge you to live a life worthy of the calling you have received. Be completely humble and gentle; be patient, bearing with one another in love. Make every effort to keep the unity of the Spirit through the bond of peace. (*Ephesians 4:1-3*) So Christ himself gave the apostles, the prophets, the evangelists, the pastors and teachers, to equip his people for works of service, so that the body of Christ may be built up. Instead, speaking the

truth in love, we will grow to become in every respect the mature body of him who is the head, that is, Christ. From him the whole body, joined and held together by every supporting ligament, grows and builds itself up in love, as each part does its work. (*Ephesians 4:11-12, 15-16*)

Therefore, as God's chosen people, holy and dearly loved, clothe yourselves with compassion, kindness, humility, gentleness and patience. Bear with each other and forgive one another if any of you has a grievance against someone. Forgive as the Lord forgave you. And over all these virtues put on love, which binds them all together in perfect unity. (*Colossians 3:12-14*)

I am the vine; you are the branches. If you remain in me and I in you, you will bear much fruit; apart from me you can do nothing. This is to my Father's glory, that you bear much fruit, showing yourselves to be my disciples. (*John 15:5 and 8*)

So we tell others about Christ, warning everyone and teaching everyone with all the wisdom God has given us. We want to present them to God, perfect in their relationship to Christ. That's why I work and struggle so hard, depending on Christ's mighty power that works within me. (*Colossians 1:28-29*)