

**NORWIN CHRISTIAN CHURCH
CONSTITUTION/BY-LAWS**

PREAMBLE

The Apostle Paul declares in 1 Corinthians 14:40,
“Let all things be done decently and in order”.

Therefore, we, the members of the Norwin Christian Church, an independent, self-governing body of committed Christians; in order to promote the work of the church in the spirit of Christ and thus advance His Kingdom, do hereby adopt this Constitution and By-Laws.

ARTICLE I

Name and Purpose

SECTION A - Name

The congregation shall have and reserve the name of NORWIN CHRISTIAN CHURCH.

SECTION B - Purpose

The purpose of this church shall be as revealed in the New Testament:

- To assist people in establishing a right relationship with God through faith in His Son Jesus Christ, thereby committing themselves to Him and His Will,
- To advance their relationship with Christ through growth in His grace and in the knowledge of God; that increasing they may know Him, therein living and working according to His Will, and
- To advocate for the work for the unity of all Christians by the means of restoring the original New Testament Christianity and with them, engaging in the common task of building the Kingdom of God.

As the early disciples of Jesus Christ observed the Lord’s Supper on the Lord’s Day, so shall Norwin Christian Church; with every believer in Christ free to participate if he or she desires to do so, with propriety and appropriateness in accordance with the Scriptures.

ARTICLE II

Membership

SECTION A

A person desiring membership in this congregation may do so by...

- believing that Jesus is the Christ, the Son of the Living God
Mark 16:16, Acts 16:30 & 31
- repenting of one's individual sins
Luke 13:3, Acts 2:38, Romans 12:1-2, 2 Peter 3:9
- confessing Christ is Lord before others (to serve as witnesses)
Acts 22:16, Romans 10:9 & 10, 1 Timothy 6:12
- being completely immersed in water (Christian Baptism) for the remission of sins and reception of the Holy Spirit
Acts 2:36-41, Romans 6:1-7, 1 Peter 3:21
- remaining faithful to the Lord Jesus Christ, throughout one's life
Matthew 10:22, 2 Thessalonians 1:4 & 5

SECTION B

Those individuals, who have previously professed belief in Christ, have repented of their sin, have publicly confessed Christ as Lord in the presence of others, and having been immersed into Christ, may place membership with Norwin Christian Church by...

- expressing said desire directly with member(s) of the congregation, and
- presenting themselves (privately or publicly) before member(s) of the congregation to affirm that decision by reaffirming their faith in Jesus Christ.

SECTION C

Members moving their residences to other places beyond the confines of this church will be encouraged to transfer their membership to the nearest congregation of our faith, in order to continue their vital relationship to the Lord through His Church. Persons desiring a "Letter of Transfer" may make a written request through our church office.

Article III
“Leadership Council”

The Leadership Council of the Norwin Christian Church will consist of:
Elders, Deacons, Ministers, Directors, and Church Treasurer

SECTION A - Scriptural Positions for Leadership Council

1) **Elders** (Acts 20:28-31, 1 Timothy 5:17, 1 Peter 5:1-4)

a) Pastor (presbyteros) the People - A Guardianship, personally, that basically includes but not limited specifically to:

- 1) Personally Acquainted with
the Lives of the Members of Congregation
- 2) Provide Appropriate Example
for the Lives of the Members of Congregation

b) Shepherd (poimen) the Flock - A Guardianship, spiritually, that basically includes but is not specifically limited to...

- 1) Promotion of Sound Doctrine and Faithfulness
within the Congregation
- 2) Protection from False Doctrine and Factions
within the Congregation
- 3) Provisions for Firm Development in the Faith
for the Congregation

c) Oversee (episkopos) the Congregation –
A Guardianship, administratively, that basically includes;
but is not specifically limited to...

- 1) Work in Cooperation with Church Leadership Structure
- 2) Work in Conjunction with Church Staff
- 3) Work Collectively with the various Church Ministries
- 4) Work in Compliance with Government/Legal Requirements

2) **Deacons** (Acts 6:1-7, 1 Timothy 3:10)

- a) Assist the Elders in
the Administration of Congregational Life

Assistance involves and includes; but is not limited to
Leadership and Participation in Ministry to Meet Needs
{Leaders of Various Ministries}

- b) Assist the Congregation in
the Advancement of the Christian Life

Assistance involves and includes; but is not limited to
Responsibility for Managing Ministries to Meet Needs

3) **Ministers** (1 Timothy 1:18, 6:12; 2 Timothy 4:5)

- a) Provide Leadership ~~with Leadership~~
(1 Timothy 5:22, 2 Timothy 2:2, Titus 1:5)
- b) Present Sound Doctrine/Faith
(1 Timothy chapter 1; 2 Timothy 2:15, 4:1 & 2;
Titus 1:13 and chapter 2)
- c) Possess Good/Godly Example of Christian Character
(1 Timothy 4:12-16, 2 Timothy 2:23-25a,
Titus 2:7)
- d) Promote Christian Living/Lifestyle
(1 Timothy 3:15, Titus 2:15 and chapter 3)
- e) Pursue Purity in Life and with Motives
(1 Timothy 5:21 & 22 2 Timothy 2:22)

SECTION B - Supportive Positions for Leadership Council

~~1) Christian Education Director (hired by elders)~~

- ~~a) Administration and Coordination of Educational opportunities for the members of our congregation — primarily during our Maximum Impact Study Hour~~
- ~~b) Direction and Implementation for the Sunday morning programs available to the preschool and elementary age children of our congregation —
i.e. Sunday School, Kingdoms for Kids~~
- ~~c) Select individuals to serve as Bible School secretary and assistant~~

2) Church Treasurer (appointed by elders)

- a) Keep accounting of all monies, funds, and resources of congregation
- b) Render accounting through records of statements and receipts for all income received and all expenditures of funds
- c) Primary Caretaker of Checking Account
- d) Submit monthly report/ledger to leadership
- e) Maintain financial records and other pertinent documents for legal purposes

3) Assistant Church Treasurer (appointed by elders)

This person will work in conjunction with the Church Treasurer in all areas of accounting, reporting, and record keeping pertaining to the finances of the congregation; serve as a “back-up” for the Church Treasurer.

(the Assistant Church Treasurer will not be serving on the Leadership Council)

3) Additional Staff

As is deemed appropriate and necessary, other paid staff positions could be created. Although their participation in all Leadership Council meetings will not be required, these will be considered acting members of the Leadership

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Council. As examples, the church as of May 2018 employs two such staff - a Christian Education Director and a Director of Media and Communications.

The process for creating such positions will be as follows:

1. Through prayer and discussion, the elders will document the value that such a position would bring to our church and community.
2. The elders will document the role and its responsibilities ("job description"). This will include whether the position is full or part time, and if the latter, the expected number of hours. A recommended salary or hourly rate will also be decided by the elders.
3. The elders will present to the Leadership Council to ensure clarity of the purpose and job description and for approval of the salary.
4. A search will be conducted for the new staff member, beginning inside the congregation and then looking outward. If a search outside of our church is needed, a search committee can be formed to assist the elders in finding an appropriate candidate, but final approval rests with the elders.

In terms of reporting structure, direct reporting relationships may change over time. Ultimately, all staff members are accountable up to the eldership.

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Section C - Selection of Elders and Deacons

Note: The term "servant-leader" below refers to elders and deacons.

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- 1) The elders are responsible for reviewing and vetting potential servant-leader candidates. A Nominating Committee shall be comprised of select members of the Leadership Council (elders, deacons, and ministers) who are currently serving the congregation. Nominations for servant-leaders may be submitted by any member of the congregation.
- 2) The ~~Nominating Committee~~ elders shall present potential servant-leaders to entirety of the Leadership Council for approval, based upon qualities presented in Scripture (I Timothy 3:1-10, Titus 1:6-9) by the first Sunday in October.
- 3) The list of potential servant-leaders will be made available to the congregation in print form by the first Sunday in November.

- 4) The slate of prospective servant-leaders will be presented to the congregation on the first Sunday morning in December, with approved servant-leaders assuming responsibilities on January 1st.
- 5) The selection of servant-leaders will be conducted personally and privately on a single sheet of paper (ballot) during a congregational meeting. See below (Article V – Section B) for clarification on membership requirements, which will dictate eligibility for participation in this confirmation process.-
- 6) The Leadership Council will appoint members from the congregation to collect and count the ballots. Said ballots will be collected and counted by designated members of the Leadership Council who are not being considered at this time for approval. Any person being considered on the ballot will not participate in the counting process.
A blank beside an individual's name is not to be counted in favor of, or not in favor of, in the total tally cast for that person.
- 7) There are no provisions for absentee selections from members unable to attend the meeting.
- 8) All servant-leaders receiving a 66% confirmation from the congregation~~st~~ will be considered approved for participation within the Leadership Council as an elder or deacon.
- 9) The congregation and all servant-leaders will receive notification of selection results by the Chairman of the Leadership Council prior to the second Sunday in December.
- 10) Length of term for service for servant-leaders shall be as follows: each Elder shall serve a two (2) year term,
each Deacon shall serve a two (2) year term.
- 11) In accordance with Biblical precedent (Acts 14:23, Acts 20:17, Titus 1:5) the practice of Norwin Christian Church will be a "plurality" of elders (more than one). In circumstances where less than two elders would be serving the congregation, the preaching minister, in conjunction with the other members of the Leadership Council, will be charged with the responsibility to appoint elder(s) to ensure a plurality among the eldership. An appointed elder cannot be one who received less than 66% confirmation during the congregational meeting of the same year.

Section D - Ministries serving in conjunction with the Leadership Council

~~Various ministries exist within the church, in order to perform certain functions. These ministries are primarily made up of volunteers, and are ultimately accountable up to the eldership. The number of ministries may change over time. The specific ministries and their functions are described in our Policies and Procedures document.~~ **Current Ministries**

~~1) Activities Ministry~~

~~Purpose: To plan and promote a wide variety of events to help foster a greater sense of community between members and friends of NCC through mostly informal venues.~~

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~~2) Benevolence Ministry~~

~~Purpose: To administer the written procedures for helping and assisting with the physical and spiritual needs of individuals, and to partner with individuals in discovering and exercising good stewardship habits; maintaining the policies adopted previously by the Leadership Council of the congregation.~~

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~~3) Building and Grounds Ministry~~

~~Purpose: Responsible for maintenance and improvement of facilities~~

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~~4) Calling/Caring Ministry~~

~~Purpose: Contacting those listed on the NCC weekly Prayer List (and others) by phone, card, letter, email, or personal visit.~~

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~~5) Christian Education Ministry (under leadership of Christian Education Director)~~

~~Purpose: To administrate and coordinate educational opportunities for all members and friends of NCC primarily during our 10 am Study Hour. Will facilitate the proper screening and clearance for all the various leaders and teaching personnel.~~

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~~6) Communications Ministry~~

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~~Purpose: Effectively communicating relevant information to members and friends of our church family through many different avenues.~~

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~~7) Congregational Life Ministry~~

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~~Purpose: To promote fellowship throughout the church and to provide opportunities (dinners and outings) for those to get involved and to know other while serving Christ.~~

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~~8) Deaconess~~

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~~Purpose: This ministry makes the necessary preparations concerning our communion celebrations, assists with baptisms, coordinates needs associated with funeral dinners; as well as other functions as requested by the Leadership Council.~~

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~~9) Devotional Life Ministry~~

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~~Purpose: To help Christians to grow deeper in their Christian walk, primarily through the materials available through the NCC library.~~

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~~10) Hospitality Ministry~~

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~~Purpose: To help establish a welcoming atmosphere at our services and to assist in identifying new and recent guests to our congregation.~~

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~~11) Missions Ministry~~

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~~Purpose: To make members of congregation conscious of the mission of the Christ's Church beyond the local congregation at Norwin Christian Church, supporting various missions through numerous resources including but not limited to finances, prayer, personal participation.~~

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~~Also, the Missions Ministry will select an individual from the ministry (subject to approval from the Leadership Council) to serve as the Missionary Treasurer with the following responsibilities:~~

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- ~~1) Responsibility of accounting for all funds directed towards Missions Ministry including reception and distribution of received funds~~
- ~~2) Maintain separate checking account for Missions Ministry~~
- ~~3) Submit monthly report/ledger to individual members of the Leadership Council~~

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12) Nursery Ministry

Purpose: To facilitate and enhance a family's opportunity for worship, study, and service at NCC by providing a safe, secure, and sanitary environment for children, that is well-staffed by individuals who have received their clearance through screening and volunteers who love and care for these young ones.

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13) Stewardship Ministry

Purpose: With this congregation being supported through the tithes, offerings, and gifts of members and friends of Norwin Christian Church, this ministry is responsible for establishing and implementing sound and accurate accounting practices for the members of this congregation, as well as the education and the encouragement to the membership of this congregation so that each member will come to the realization that Christian stewardship is a vital part of maturing in one's relationship with Christ. This ministry will also make the necessary preparations and set financial guidelines for upcoming budgetary recommendations and requests for the upcoming year.

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Also, the Stewardship Ministry will select an individual from the ministry (subject to approval of the Leadership Council) to serve as the Financial Secretary with the following responsibilities:

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- 1) Maintain record of all monies of the church including:
 - a) individual account record of each contributor
 - b) issue individual yearly statement for those who desire such within the congregation
 {these records shall not be open to public inspection}
- 2) Submit monthly report/ledger totals to members of the Leadership Council if needed.
- 3) Work directly with "counting teams" for consistency and accuracy purposes in financial recording
- 4) Collect and coordinate preparations for Budget for the upcoming year

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Note: This ministry shall consist of a minimum of four (4) members, (approved by the Leadership Council) including the Church Treasurer, the Financial Secretary, one elder or one deacon, and those serving as members of the "counting teams".

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14) Technology Ministry

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~~▲ Purpose: To use audio/visual technology to enhance our times of worship and study.~~

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~~▲ 15) Transportation Ministry~~

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~~▲ Purpose: To keep the church van in good repair as well as making available other sources of transportation when needed.~~

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~~▲ 16) Worship Ministry~~

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~~▲ Purpose: To share in conveying the message of the Gospel through music that encourages one's walk with Christ, creates an atmosphere of worship and praise to God; while allowing participants to develop and share their talents in this area to serve their God.~~

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Context of Ministries

- A) All Ministry appointments, including the formation of other permanent ministries shall be subject to the approval of the Leadership Council.
- B) All Ministries are under the jurisdiction of the Leadership Council; who may, at its discretion, review, revise, and/or reject any recommendations made by the ministry team.
- C) All Ministries should meet to appoint chairman of ministry prior to February's monthly Leadership Council meeting. If any Ministry has not selected their chairman by this time, one shall be appointed by the Chairman of the Leadership Council, upon consultation with the elders and ministers.
- D) Special Ministries/Committees of a temporary tenure (i.e. Minister Search Committee) may be brought into being by the Chairman of the Leadership Council for some special work, but must be approved by the Leadership Council.

Section E – Background Checking

Norwin Christian Church (NCC) is committed to following the PA state mandated requirements for child safety background checks and training.

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NCC requires that all staff members, and all volunteers working with youth under the age of 18, allow the church to obtain a Pennsylvania State Police and Department of Public Welfare Background Check. NCC also requires that the same allow the church to obtain checks from other states and organizations as necessary. The Leadership Council is responsible for obtaining this for the staff. The staff is responsible for maintaining this for all volunteers working with youth under the age of 18.

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Article IV

Employees/Staff

Section A1 - Eligibility for Preaching Minister

- 1) Prospective Minister must be a member of the independent Christian Church/Church of Christ. He must adhere to the practices, traditions and beliefs of the Restoration Movement.
- 2) Prospective Minister must have a minimum 4 year degree from an accredited Christian College.
- 3) Prospective Minister must hold, without reservation, the Bible as the infallible, inspired Word of God. He must believe the Scriptures are the full and complete revelation from God to man and therefore the all-sufficient rule of faith and practice for each Christian and for the Church.
- 4) Prospective Minister must also affirm that Jesus is the Christ, the Son of the Living God whereas He is the Supreme Authority and Sole Source of Salvation for all men. He must not only know information about God, but an intimate relationship with Him through His Son.

5) Prospective Minister must be a student of the Word of God, well-studied to the extent of all the first principles of Scripture. He must be competent in presenting God's Word to others and conforming to the truths of God's Word with his personal life and reputation being exemplary and beyond reproach.

6) If Prospective Minister is married, his wife must ~~also be a member of the independent Christian Church/Church of Christ~~ adhere to the practices, traditions and beliefs of the Restoration Movement.

Section A2 - Eligibility for other Ministers (for various positions)

~~1) Prospective Minister must be a member of the independent Christian Church/Church of Christ.~~
1) Prospective Minister must adhere to the practices, traditions and beliefs of the Restoration Movement.

- 2) Prospective Minister shall ideally hold a minimum 4 year degree from an accredited college or university.
- 3) Prospective Minister must affirm that Jesus is the Christ, the Son of the Living God; the Supreme Authority and Sole Source of Salvation for all men. They must not only know information about God, but have an intimate relationship with Him through His Son.

~~4)1)~~ 1) Prospective Minister must hold, without reservation, the Bible as the infallible, inspired Word of God. They must believe the Scriptures are the full and complete revelation from God to man and therefore the all-sufficient rule of faith and practice for each Christian and for the Church. They must be a student of the Word of God.

~~5)2)~~ 2) If Prospective Minister is married, the individual's spouse must also be a member of the independent Christian Church/Church of Christ.

~~6)3)~~ 3) Prospective Minister must have a competency in the particular area of ministry in which the individual is being considered for a position with the congregation. Education and experience in said projected arena of ministry is expedient.

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Section A3 - Eligibility of Directors

- 1) Prospective Director must ~~be a member of the independent Christian Church/Church of Christ~~ adhere to the practices, traditions and beliefs of the Restoration Movement.
- 2) Prospective Director must hold to the essential elements of the faith - specifically the Bible as God's Word and Jesus, the Christ, the Son of the Living God - the Supreme Authority and Sole Source of Salvation
- 3) Prospective Director must have a genuine relationship with God through His Son Jesus Christ.
- 4) If Prospective Director is married, the individual's spouse must also be a member of the independent Christian Church/Church of Christ.
- 5) Prospective Director must have a competency in the particular area of ministry in which the individual is being considered for a position with our congregation. Education and experience in said projected arena of ministry is expedient.

Section B - Responsibilities of Ministers and/or Directors

- 1) Each Minister/Director will be presented with a contract detailing all aspects of the particular ministry for which the individual will lead, including specific areas of responsibility and focus.
- 2) Each Minister/Director shall serve in association (primarily) with the elders, in various capacities - providing written reports at regularly scheduled meetings. Each Minister/Director shall be responsible to the Elders for performance of Duties.
- 3) Each Minister/Director will work in conjunction with the entire team of ministers (staff/employees). This cooperation will include, but is not limited to regularly scheduled organizational meetings; assisting with the events, programs, and activities led by other team members,

and communicating with other members of the team concerning any and all areas that may provide opportunities to serve the Lord and His congregation.

- 4) Each Minister/Director shall be afforded the opportunity to serve as an ex-officio with all committees, ministries, and organized groups with whom the minister has direct responsibility, involvement, and focus.

Section C - Selection Process for Ministers and/or Directors

- 1) A Minister/Director Search Committee will be established by the elders, comprised of representatives from the Leadership Council and other select members of the congregation.
- 2) The Minister/Director Search Committee will evaluate and consider prospective candidates and their qualifications, recommending prospective minister/director to the elders for approval.
- 3) The elders present to the Leadership Council the candidate they are recommending for the position to be filled, for advisement and consent. The final decision lies with the Eldership.-
- 4) The elders then present candidate to the congregation.
- 5) Consideration of one (1) prospective candidate at a time is the policy to be practiced in search for Preaching Minister. The elders will present prospective Preaching Minister to the congregation. After a trial sermon is presented, the congregation will be asked to affirm recommendation of elders through the casting of a secret ballot. With an approval of at least 75% of membership present in a regular or special business meeting, a call to serve can be extended to aforementioned candidate.
- 6) All other minister/director (staff/employees) positions do not require confirmation from the congregation.

Section D - Termination of Ministers and/or Directors

- 1) Terms of Ministry shall ideally be for an indefinite period of time, subject to termination by the minister/director or the elders.
- 2) The process for termination of the agreement with the congregation shall be as follows:
 - a) If the Minister/Director resigns, a sixty (60) day written notice is required.
 - b) If the elders deem it best for the congregation that the minister/director resign, the chairman will inform ~~both~~ the minister/director personally, with a dated letter. The chairman will also inform ~~and~~ the Leadership Council collectively.
 - c) If the minister/director agrees with elders, the resignation must be in writing (see above, letter a).
 - d) If the minister/director does not agree to resign, another dated letter from the elders, shall be presented to the minister/director by the Chairman of the elders, confirming to the minister/director the termination of said ministry, with the final date of employment to be determined at the discretion of the Eldership. with the congregation sixty (60) days from the date of letter.
 - e) The congregation will be advised that such a letter has been presented to the minister/director and the date as to which the ministry will be concluded.
- 3) A written documentation from the elders, made in duplicate (one for minister/director, one for elders) shall contain the details of the termination contract - such as salary, duties, and other specifications.

Section E - Other Staff Employees of the Congregation

- 1) All other staff/employees of the congregation, not including any of the ministers and/or directors, shall be employed by a two-thirds (2/3) affirmation of the Leadership Council.

- 2) Said staff/employees shall be responsible to the Leadership Council for the performance of duties and responsibilities of ministry.
- 3) A written statement (contract) setting forth the terms of employment shall be made in duplicate; one (1) for the Leadership Council and one (1) for the staff/employee.
- 4) Termination policy for staff/employees that are not ministers and directors is as follows:
 - a) If the staff/employee resigns, a 30 day written notice is required, via a dated letter.
 - b) if the Leadership Council deems it best for the congregation for the staff/employee to resign, the chairman of the elders will inform the staff/employee on behalf of the Leadership Council.
 - c) if the staff/employee agrees to resign, the resignation must be in writing (see above, letter a)
 - d) If the staff/employee does not agree to resign, another dated later from the Leadership Council shall be presented to the staff/employee by the Chairman of the elders, confirming the staff/employee's termination immediately.

Section F - Church Discipline

Unity is the ~~p~~Premiere ~~Design~~design of God for His Church (Romans 15:5). God's ~~Desire~~desire is that the members of the ~~Body~~body of Christ be in ~~Harmony~~harmony with one another (Romans 12:16a & 18, 14:19; 1 Peter 3:18). As Thomas Campbell wrote... "The Church of Christ is essentially, intentionally, and constitutionally one (Ephesians 4).

However, there are times when there may be ~~Disagreements~~ disagreements and ~~Differences~~ differences among God's ~~People~~ people. Many of these conflicts are based upon individual opinions and personal perspectives and preferences. And there are other occasions when these contentions are a result of sin among the members of God's ~~Family~~ family. God's Word gives instruction to His Church for dealing with those circumstances based upon opposing opinions of believers in Christ as well as defiant disobedience to God among His disciples. Scripture speaks concerning how we are to conduct ourselves in handling certain situations and provides the necessary instructions for confronting the sin with the congregation.

Reconciliation Directives

There are times when God's ~~People~~ people have differences of opinions; where personal preferences and perspectives create discontent and disagreements between brothers and sisters in Christ. Though God strongly encourages and emphasizes ~~Oneness~~ oneness throughout His Church (1 Corinthians 1:10), there are times when the chasm of conflict may be so severe that separation among brothers over opinions and interests occurs (Acts 15:36-40). God's ~~Directives~~ directives for His Church when it comes to ~~Reconciliation~~ reconciliation among His ~~Disciples~~ disciples...

1) We Must Accept One Another

(Matters of ~~Opinion~~ opinion must never become ~~Tests~~ tests of ~~Fellowship~~ fellowship -

Romans 14:13-15:1, 7)

2) We Must Acknowledge One Another's Opinions

(Christians may have a difference of ~~Perspective~~ perspective and ~~Preference~~ preference - Romans 14:1-8)

3) We Must Aspire to Abide with One Another

(Christians are to "put up" (forbear) with each other - Colossians 3:12-14)

Removal through Disfellowship

There may be occasions in the life of a congregation when church discipline will result in the removal of an individual from the membership of the congregation. Though this aspect of church discipline (only done ~~by~~ the elders) may seem harsh and extreme, the Scriptures clearly convey the need and procedure for church discipline that may result (in rare occurrences) of a member of Christ's Church being removed from the fellowship of believers.

Briefly listed below are specifics that outline the Biblical process of disfellowship (excommunication):

A) The Purpose of Removal through Disfellowship

- 1) To Save the Sinning Member of Christ's Church
(Matthew 18:15, 1 Corinthians 5:5, 2 Corinthians 2:1-11, Galatians 6:1-10, James 5:19 & 20, Jude 22)
- 2) To Maintain the Honor and Authority of Jesus Christ -
1 Corinthians 8
- 3) To Preserve the Purity and Reputation of the Church
within the World - 2 Corinthians 6:14-7:1

B) Persistent Sin Requiring Removal through Disfellowship

- 1) Refusal to Repent of Wrong-doing to a Brother -
Matthew 18:15ff
- 2) Being the Instigator of Dissentions and Difficulties in the
Church - Romans 16:17, Titus 3:10 & 11
- 3) Laziness in Personal Life - 2 Thessalonians 3:6
- 4) Preaching/Teaching False Doctrine - Romans 16:17 &
18, 2 John 9-11
- 5) Sexual Immorality - 1 Corinthians 5:1-7, 13
- 6) Other sins specifically enumerated - 1 Corinthians 5:11
(1 Corinthians 6:9 & 10)

C) Procedure for Removal through Disfellowship

- 1) Reproving of ~~Sin~~sin (through expression - "teaching")
 - a) Go to the individual personally, privately
(Matthew 18:15, Romans 15:1, Galatians 6:1)
 - b) If the individual "will not listen" (not
repentant), take with you one or two witnesses
as to substantiate and establish sin and

impenitence (Matthew 18:16, 2 Corinthians 13:1, 1 Timothy 5:19 & 20)

- 2) Restraint of ~~Fellowship~~ fellowship (through repression - “disfellowship”) - 1 Corinthians 5:2, 13; 2 Thessalonians 3:6, 14; Titus 3:10 & 11; 2 John 10 & 11

D) Propriety in the Removal through Disfellowship

- 1) Guidelines of ~~Scripture~~ scripture
- 2) Gentleness and ~~Humility~~ humility - Galatians 6:1ff, Colossians 3:12 & 13, 1 Timothy 5:22
- 3) Girded with wisdom and sound judgment - emotions in check
- 4) Guarded with consistency (without partiality of men) and faithfully (with purpose in Christ - restoration)
- 5) Grace and forgiveness extended to repentant Christian (2 Corinthians 2:1-11)

Article V

Meetings of the Congregation

Section A - Leadership Council

- 1) The Leadership Council will meet regularly throughout the year - a minimum of once per quarter, though other meetings may be added as needed and regular meetings may be suspended. A quorum of 51% of the council members must be present to hold a meeting
- 2) The Purpose of meetings for the Leadership Council will be:
 - a) Communication, Cooperation, and Collective Creation in

Consideration of the general health and overall program of the congregation.

- b) Presentation of Reports from the various ministers and ministries of the congregation.
- c) To review and discuss all transactions pertaining to matters concerning the congregation.

3) Organization for the Leadership Council will include:

a) Chairman of the Leadership Council

- He will be selected by the membership of the Leadership Council for the purpose of conducting meetings in a proper, timely, Christian manner; presiding at all meetings.
- He shall appoint all committee leadership positions not provided for.
- He shall voice the action of the Leadership Council in all matters presented to the congregation.
- He shall preside at all Congregational Meetings.
- The Chairman of the Leadership Council is to be an elder or a deacon presently serving the congregation.

b) Vice Chairman of the Leadership Council

- He shall be selected by the Leadership Council to perform the duties on the Chairman of the Leadership Council in his absence.
- The Vice Chairmen of the Leadership Council is to be an elder or a deacon presently serving the congregation.

c) Secretary of the Leadership Council

- Shall keep minutes of all Leadership Council meetings as well as all Congregational meetings and other special meetings of Congregation.
- He shall perform duties of the Leadership Council should the Chairman or Vice Chairman are unable to do so.

- The Secretary of the Leadership Council is to be an elder or a deacon presently serving the congregation

The selection for these positions is to be during the first meeting, at the beginning of the calendar year, so as to include incoming servant-leaders.

Note: *Suggested* format of meetings is included on Appendix A1, ~~with general format for meetings in accordance with “Robert’s Rule of Order”, though meetings should not be burdened by the formality of strict adherence to any set order, but should be conducted as Christians with understanding and consideration of each individual member.~~

Section B - Meetings of Congregation

- 1) An Annual Congregational meeting will be held each January to review the activities, events, programs, etc. from the previous year as well as for communicating upcoming emphasis and focus for the coming year.
~~Written r~~Reports from previous year leadership; ~~shall~~ may include, but not be limited to: Elders, Deacons, Leadership Council, Church Staff, Church Treasurer, each Ministry team, etc.
- 2) A Congregational Meeting will be held ~~the first Sunday of~~ in December for the congregation to affirm the newest member(s) of the Leadership Council for the upcoming year(s).
- 3) Any Special meetings called by the Chairman or Vice-Chairman of the Leadership Council upon request of the Leadership Council.

Notice of all regular and special meetings shall be announced two (2) Sundays in advance of the congregational meeting except in the case of an emergency and when it is declared as such by the Leadership Council.

Section C - Membership Requirements for Participation at Congregational Meetings

- 1) A quorum for the transaction of business at any regular or special meeting of the congregation shall consist of all active members (who have attained the age of 18) who are present at that meeting.
 - a) A person shall be considered an active member by attending at least one (1) regular weekend worship service each month.
 - b) The person who is participating in the congregational meeting must have attended at least one (1) regular weekend worship service a month during the six (6) months preceding any business meeting of the congregation.
 - c) The privilege to participate in the affirmation process of this congregation shall not be withheld from any legitimate member if absence has been necessitated by illness or inability to attend services regularly as determined by the Leadership Council. A member must submit in writing the reason for their inability to meet the criteria for active membership to Leadership Council one week before the meeting.

- 2) The above items in #1 must be read to the congregation prior to conducting business requiring congregational support and affirmation/approval.

Article VI

Amendments

The Leadership Council shall have the opportunity to make comments and offer suggestions in the repealing of articles of this Constitution for the purpose pertaining to conducting the affairs of the business of this congregation provided...

- 1) Approval of Amendment is obtained from the eldership prior ~~to~~ being provided to the congregation in writing.

- 2) Amendments are made available in written form two (2) consecutive weekend worship services before Amendments are scheduled for affirmation.
- 3) Amendment is affirmed by a two-thirds (2/3) majority of members present, providing a quorum for the congregational meeting.

Article VII

The corporation shall have the power to purchase, take, receive, or lease; take by gift, devise or bequest, or otherwise acquire and to own, hold, use, and otherwise deal with any real or personal property or any interest therein, situated in or out of this Commonwealth, which may be appropriate to enable it to accomplish fully and properly its corporate purposes; to sell and convey lease as lessor and otherwise dispose of any or all of the property assets; to borrow money for any or all of the purposes for which it is organized, to issue its promissory notes, bonds, or other forms of certificates or indebtedness for the repayment thereof with interest and to secure any of its obligation by mortgage, pledge or deed of trust of, or any of its property and income.

Article VIII **Amendment**

01-2011

In the event that the Norwin Christian Church should dissolve, the elders of the congregation shall make payments to satisfy all liabilities of the congregation. After all of the liabilities of the congregation have been satisfied, the elders may:

- Dispose of the remaining assets of the congregation for the purposes of the congregation; or

- Provide the remaining assets to another or other charitable, educational, religious, or scientific organization(s) qualifying as an exempt organization under section 501(c) (3) of the Internal Revenue Code of 1954 (or future provision under future United States Internal Revenue Law) **with preference given to other Christian organizations.**

In the event that all assets of the congregation are not disposed, the Court of Common Pleas of Westmoreland County shall determine where the remaining assets will be disposed and dispose of said assets. In **no event** will any surplus funds of the congregation be used for private benefit.

Appendixes

Suggested format for monthly Leadership Council Meeting...

- 1) Meeting called to order by Chairman, or Vice-Chairman or then Secretary (in that order) in lieu of his absence.

- 2) Devotions
- 3) Reading/Approval of previous meeting minutes
- 4) Treasurer's Report (written)
- 5) Missionary Treasurer's Report (written)
- 6) Minister's Reports
- 7) Ministry Reports
- 8) Past Business from previous meetings
- 9) New Business
- 10) Actions and/or Recommendations
- 11) Adjournment and Prayer