

# The By-Laws of Christ Church, Murrells Inlet

Adopted January 28, 2008 (Revised February 13, 2017)

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## Article I

### Organization

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

Christ Church, Murrells Inlet (hereinafter referred to as Christ Church) is a not for profit religious corporation formed pursuant to the laws of the State of South Carolina. S.C. Code Ann. Section 33-31-10 et.seq., as amended from time to time. Christ Church shall also maintain its status as a tax-exempt organization under the provisions of Section 501(c)(3) of the Internal Revenue Code.

#### **Section 2.** Purpose

Christ Church acknowledges and accepts the historic Christian faith, doctrine, discipline and worship of God who is Father, Son and Holy Spirit. It shall be the purpose of Christ Church to spread the Gospel of Jesus Christ; to lead men, women and children in becoming disciples of Jesus Christ and committed members of His Church within the Anglican tradition.

#### **Section 3.** Affiliation

Christ Church is a member congregation of the Anglican Church in North America (ACNA) in the Diocese of the Carolinas.

#### **Section 4.** Location

The principal place of worship for Christ Church shall be located in such place in Horry and Georgetown Counties, South Carolina as shall be determined from time to time by the Leadership Team. Christ Church may have such other offices as the Leadership Team may designate, or as the business of Christ Church may from time to time require.

## **Article II**

### **Membership**

**Section 1.** Membership in Christ Church shall be open to individuals desiring Christian community, worship, education and fellowship in accordance with the purpose set forth in Article I and the Purpose and Values of the Church (Appendix I). A member of Christ Church is one who:

- (1) Has a personal faith in Jesus Christ;
- (2) Is baptized in the name of the Father, Son, and Holy Spirit; and
- (3) Has participated in a committed membership or confirmation class at Christ Church and has committed to Christ Church membership covenant.

### **Section 2. Voting Members**

Voting members are those members who have demonstrated a commitment to the Church as set forth in section 1 and who are 18 years of age or older. All voting members present at a duly called congregational meeting are entitled to one vote on all matters that require the approval of the congregation. Voting by proxy is not allowed. The clergy of the church are not voting members of the Church and are not entitled to vote.

### **Section 3. Responsibilities of Members**

- (1) Grow in faith and in love of Jesus Christ (Ephesians 3:14-21)
- (2) Support of the ministry, Purpose and Values of Christ 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 4. Termination of Membership**

Membership in Christ Church shall end as a result of:

- (1) Death of the member;
- (2) Transferal of membership;
- (3) Written request by the member; or
- (4) Unanimous decision of the Leadership Team.

## **Article III**

### **Leadership Team**

#### **Section 1. Members**

Members of the Leadership Team (with the exception of the senior pastor) shall be voting members of Christ Church, 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 Purpose and Values of the Church. The desire of Christ Church 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 Christ Church. They shall be good overseers of resources, guardians of our values and caregivers to the congregation (1Peter 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.

## **Section 2. Duties**

It shall be the duty of the Leadership Team to provide for whatever may be necessary for the celebration of worship and the encouragement of the ministries of Christ Church. This shall include those materials, furnishings, and things necessary to support worship, ministry, and the business of the Church along with such buildings, offices, and facilities as necessary.

It shall be the duty of the Leadership Team to define and approve all compensation packages for any employee of the Church.

It shall be the duty of the Leadership Team to ensure that the record keeping, business practices, and finances of the Church are in order and being executed in accordance with the Purpose and Values of Christ Church as set forth in Article I and in these By-Laws.

It shall also be the duty of the Leadership Team to aid and partner with the Senior Pastor in all agencies and efforts for the advancement of the Gospel of Jesus Christ pursuant the Purpose and Values of Christ Church.

It shall be the Duty of each member of the Leadership Team to conduct herself or himself in a Godly manner, as expressed in Holy Scripture.

## **Section 3. Terms**

At the time of their ratification, each Leadership Team Member shall serve a term of three (3) years until his or her successor is selected, or until his or her early resignation, removal from office or death, except that any Leadership Team Member selected by the Leadership Team to fill a vacancy on the Board shall serve for the unexpired term of his or her predecessor in office.

No member of the Leadership Team who has served one full term (3 years) may begin to serve another regular term (or the unexpired portion of a vacant term) until one (1) year following the expiration of the full term.

The Leadership Team shall consist of 6-9 individuals, not including the senior pastor. Unless permitted by written waiver of the Diocesan Standing Committee: (1) spouses and other immediate family members of LT members; and (2) paid staff of the Congregation and their spouses and other immediate family members

are not eligible to serve on the Leadership Team. All decisions of the Leadership Team shall be made by majority vote, except as otherwise provided for herein.

**Section 4. Accountability**

The Leadership Team shall be formed from individuals who are actively involved in the implementation of Christ Church stated purpose 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 mission of Christ Church. 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.

**Section 5.**

The Leadership Team shall be selected as set forth herein.

Selection to the Leadership Team shall be conducted in the following manner:

A. An eligible candidate must meet the following criteria for selection to the Leadership Team

1. must be 21 years of age or over
2. have been a member of Christ Church for at least one year,
3. possess the qualities described in Section 1, as verified by the Senior Pastor
4. a full participant in parish life, involved in the Ministry, Worship and Stewardship of Christ Church.
5. a Person who adhered to the traditional norms of the faith as set forth in the Scriptures, Creeds and Councils of the Church.
6. the candidate shall have been confirmed or received by a Bishop of a Province of the Anglican Communion.

B. Preferred Qualities for a Leadership Team Member

1. Someone who is vibrant in his or her faith.
2. The ability to use one's gifts and talents to serve others.
3. Someone with a sense of vision and purpose of the Church and parish.
4. Someone with creativity and energy, willing to give at maximum potential.
5. A willingness to listen to other's viewpoints, collaborate and compromise.
6. The ability and desire to work with the Senior Pastor and other members as a team for the progress of our Parish.

C. Process of Leadership Team Selection

1. At least one month before the annual meeting of Christ Church, the Senior Pastor shall appoint a Nominating Committee comprised of the

Pastor, and at least three (3) members from the Membership of Christ Church.

2. The Nominating Committee shall receive names from Christ Church members and shall study those names assessing if that person meets the criteria and qualities. If the Nominating Committee finds that such criteria are met, then those persons are contacted to ascertain their willingness to serve if selected.

3. The Nominating Committee shall close the process 10 days prior to the Annual Meeting and report to the Leadership Team the number of nominations and those who met the criteria as well as those who failed to. The Senior Pastor shall meet with those who fail to meet the criteria to share any mutual concerns prior to the Annual meeting.

4. No additional nominations may be made after 10 days including nominations from the floor of the annual meeting.

5. The new members of the Leadership Team shall be selected by lots with each person receiving their name on a white piece of paper, thrice folded. They shall one by one place their name in a box. A Prayer for the Selection shall be prayed by the Senior Pastor. The most senior member of Christ Church present at the meeting shall be asked to pick three (3) folded papers containing the names in the box.

6. The first three (3) names taken from the box shall be selected to the Leadership Team and shall be so certified in the minutes of the meeting. Once they have given consent. Immediately after, the Leadership Team shall certify and notify, in writing, to Christ Church those who have been selected.

7. The newly selected members of the Leadership Team together with those whose terms have not expired will constitute the new Leadership Team and will be installed by the Senior Pastor on an agreed upon date within 60 days of election.

8. In the event a person so selected is unable to serve or shall decline to serve, the Senior Member shall take the next name from the box of the remaining nominees and continue this process until a substitute member is selected and consents.

9. Subsequent vacancies which may occur may be filled by the Leadership Team in a meeting of the Leadership Team by lots through selecting randomly from the remaining names approved for the most recent selection process. If no names remain on the list, the Senior Pastor may nominate 2 names for consideration. With the approval of the Leadership Team one of those names will be chosen by lots. Alternatively, the Leadership Team may choose not to fill the vacancy until the next annual meeting, as long as the total membership of the Leadership Team remains between 6 and 9 members.

#### **Section 6. Regular Meetings of the Leadership Team**

Regular meetings of the Leadership Team shall be held at least quarterly, or at such other times and such other frequency as shall from time to time be fixed by

agreement of the Leadership Team. The agenda for these meetings shall be set by the Senior Pastor.

**Section 7. Special Meetings of the Leadership Team**

Special meetings of the Leadership Team may be called by the Senior Pastor or upon written request by three or more members of the Leadership Team. At least 7 days' advance notice of each special meeting shall be given to each Leadership Team Member. The notice of each such special meeting shall set forth the time, place, and purpose of the meeting.

**Section 8. Quorum and Voting.**

A majority of the Leadership Team at that time in office shall constitute a quorum for the transaction of business at any meeting of the Leadership Team, but if a quorum is not present, a majority of the Leadership Team present may from time to time adjourn any such meeting until a quorum shall be present, whereupon the meeting may be held as adjourned without further notice. At any meeting where a quorum is present, the vote of a majority of the Leadership Team present shall be the act of the Leadership Team, except as otherwise provided by law, by the Articles of Incorporation, or by these By-Laws.

**Section 9. Action by Unanimous Written Consent.**

Any action required or permitted to be taken by the Leadership Team or any committee thereof may be taken without a meeting if all members of the Leadership Team or all voting members of such committee, as the case may be, consent in writing to the adoption of a resolution authorizing the action. Any such resolution and the written consents thereto by members of the Leadership Team or the voting members of such committee, as the case may be, shall be filed with the records of the Leadership Team or such committee. Such written consents (or email with a printed signature) shall be treated for all purposes as a vote at a meeting.

**Section 10. Telephonic Communication.**

Leadership Team members may participate by telephonic or other communication by which all Leadership Team members participating may simultaneously hear each other during the meeting. A Leadership Team Member participating in a meeting by this means is considered to be present in person at the meeting.

**Section 11. Indemnification.**

The Leadership Team shall be indemnified by the Church to the fullest extent permitted by law.

## **Article IV**

### **Officers of the Leadership Team**

#### **Section 1. Number and Qualifications**

The principal officers of the Leadership Team shall be a Senior Warden, a Junior Warden, and a Secretary. In addition, the Leadership Team may appoint one or more other officers as provided in Section 4. All the principal officers shall be persons who are members of the Leadership Team.

#### **Section 2. Election and Term of Office**

Each principal officer shall be elected annually by the Leadership Team at its first meeting after the Annual Meeting of the congregation and they shall hold office until the completion of the next Annual Meeting of the congregation. Officers must be current members of the Leadership Team and can serve consecutive terms.

Nomination for the Senior Warden shall come from the Senior Pastor and nominations for the Junior Warden and Secretary shall come from any member of the Leadership Team at the first meeting of the Leadership Team following the Annual Meeting of the Church. The vote of a majority of the Leadership Team shall be sufficient for election to any office.

#### **Section 3. Vacancies.**

A vacancy in any office of the Leadership Team because of death, resignation, or any other cause may be filled by action of the Leadership Team by electing another Leadership Team Member to fill the vacancy. In the case of a temporary absence or inability to act of any officer or of any person duly authorized to act in such officer's place, the Leadership Team may from time to time delegate any or all of the powers and duties of such officer to any other person selected by the Leadership Team. Whenever a vacancy shall occur in the office of Senior Warden, the duties of that office shall, until such time as the Leadership Team shall have acted to fill such vacancy, be assumed by the Junior Warden.

#### **Section 4. Subordinate Officers.**

The Leadership Team from time to time may, at its discretion, appoint other officers in addition to the Principal Officers. Each of such other officers, who may but need not be persons who are Leadership Team, shall have such title, hold office for such period, have such authority, and perform such duties as the Leadership Team from time to time may determine.

The Leadership Team shall appoint, as provided for in herein in Section 4, a Treasurer. The Treasurer shall have such powers and duties as may be delegated to him from time to time by action of the Leadership Team. These duties shall include the general supervisory oversight of: all the finances of the Church; the annual financial review of Church accounts; establishment of an

annual budget; the compilation and distribution of regular financial reports to the Leadership Team; and to ensure that appropriate financial practices are being used by the Church. The Treasurer, in his or her discretion, may designate one or any number of individuals to accomplish the duties prescribed herein.

The Treasurer is a member, ex-officio, of the Leadership Team. The Treasurer shall have a voice on all matters that come before the Leadership Team but shall not have a vote. (Unless he/she has been selected to serve on the Leadership Team.)

**Section 5. The Secretary**

The Secretary shall be deemed to be the clerk of the Leadership Team and he shall be authorized to use the title of clerk, when he/she shall determine that it is appropriate to do so, in executing documents and in performing other official functions. The Secretary shall prepare the minutes of the meetings of the Leadership Team and shall have general oversight over the giving of notices prescribed in these By-Laws. In addition, the Secretary shall have such other powers and duties as may be delegated to him from time to time by action of the Leadership Team.

**Article V**

**Senior Pastor**

**Section 1. Call**

The Senior Pastor shall be anointed by God, qualified according to Holy Scripture, ordained as a presbyter pursuant to the procedure established by the ACNA and called by the Leadership Team.

The Senior Pastor shall be called by the Leadership Team and granted, in subordination to the Bishop of the Diocese of the Carolinas, the exclusive charge and care of the spiritual concerns of the Church, worship, music and liturgical and ritual observances of the Church and shall have full access to the Church buildings for the same.

The Senior Pastor shall be responsible for selecting and hiring any other staff member or employee that the Leadership Team has determined necessary for the furtherance of the mission and ministry of the Church. The Senior Pastor, in collaboration with the Leadership Team, shall oversee all employees of the Church and provide for periodic performance reviews of their duties. The Senior Pastor shall have the terms of such employment reduced to writing.

**Section 2. Status as a member of the Leadership Team**

The Senior Pastor is the presiding officer and an ex-officio member of the Leadership Team. The Senior Pastor shall have a voice and vote on all matters that come before the Leadership Team.



**Section 3. Term and Removal of the Senior Pastor**

The Senior Pastor shall serve until he and the Leadership Team agree that he should no longer serve in that capacity.

If the Leadership Team, by two-thirds vote, agree that the Senior Pastor should no longer serve in this capacity, but the Senior Pastor is not in agreement with the Leadership Team, then the Leadership Team shall submit a written request for intervention by the Bishop of the Diocese of the Carolinas. Within ten (10) days of receipt of this written notification, the Bishop shall begin a process of mediation with the Senior Pastor and Leadership Team. If mediation is not successful to the satisfaction of two-thirds of the Leadership Team within thirty (30) days of receipt of the original notification, the Bishop shall render a godly judgment with terms and conditions, including financial settlements, as shall seem to the authority to be just and compassionate for the termination of the pastoral relationship. The decision of the Bishop shall not be subject to further review. The Leadership Team shall then appoint an interim Senior Pastor to serve until the position of Senior Pastor can be filled.

**Section 4. Selection of the Senior Pastor**

The Senior Pastor shall be selected by the Leadership Team in consultation with the Bishop upon process and deliberations as determined by the Leadership Team. Two-thirds of the Leadership Team must consent to the selection of a new Senior Pastor.

**Section 5. Compensation**

Salary and compensation of the Senior Pastor shall be determined by the Leadership Team.

**Article VI**

**Meetings**

**Section 1. Annual Meeting**

There shall be an annual meeting of Christ Church as determined by the Leadership Team. During the annual meeting the Membership of Christ Church shall transact such business as may properly be brought before that meeting. The Senior Pastor shall preside at all congregational meetings. Roberts Rules of Order shall be in effect.

**Section 2. Special Meetings**

Congregational meetings other than the Annual Meeting may be called at any time by the majority of the Leadership Team, or by one third (33%) of the Voting Members of Christ Church provided that 20 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 shall preside at all Special Meetings. Roberts Rules of Order shall be in effect.

### **Section 3. Notices**

Except as otherwise expressly provided by law or these By-Laws, any notice required to be given to any Leadership Team Member or member may be delivered personally or by mail or by electronic media. Notice by mail shall be deemed to have been given at the time when such notice is deposited in the United States mail, postage prepaid, addressed to such Leadership Team Member or member at his address as the same appears on the records of the Church.

No notice required by law or these By-Laws need be given to any Leadership Team Member or member who signs a waiver of notice, whether signed before or after the time of the meeting or other action to which the notice relates. In addition, the attendance of any Leadership Team Member or member at any meeting shall constitute a waiver of notice of such meeting unless the Leadership Team Member or member makes a protest prior to or at the commencement of the meeting of the lack of notice to him.

### **Section 4. Voting**

The Senior Pastor or Leadership Team may present issues requiring a decision to be made by the voting membership of Christ Church. All voting members who are present shall be entitled to one vote on each matter properly submitted for their vote. Unless otherwise required by the By-Laws or the Articles of Incorporation, at any meeting at which a quorum is present, all questions coming before the members for a decision shall be decided by a vote of the majority present at the meeting.

### **Section 5. Quorum**

At all congregational meetings, forty percent (40%) of the voting members shall constitute a quorum which is to be determined by the Secretary or a designated clerk when the meeting is called to order.

## **Article VII**

### **Finances**

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

Christ Church shall receive all monies or other real and personal properties transferred to it for purposes that are consistent with scripture and the Purpose and Values, By-Laws and Articles of Incorporation of the Church. All real property shall be held in trust for Christ Church by The Christ Church Murrells Inlet Land Trust which is a supporting corporation to Christ Church.

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

A Finance Team, chaired by the Treasurer, shall manage and disburse any funds or property only for the benefit of Christ Church. All Christ Church budgets, original and modified, prepared by the Financial Team shall be made final upon approval of the Leadership Team and presentation to the congregation. The Financial Team shall annually present a budget in writing to the congregation.

## **Article VIII**

### **Property**

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

Titles to all real property acquired with church funds or for church purposes shall be vested in Christ Church Land Trust. Transfers, including encumbrances, of real property shall be made by the trustee's pursuant to the trust documents. If real property is vested in Christ Church, then it shall be transferred, encumbered or sold only by a Leadership Team vote in accordance with these By-Laws. The sale of property on which Christ Church resides would require a majority congregational vote.

## **Article IX**

### **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 Christ Church 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.

## **ARTICLE X**

### **Execution of Papers**

Except as the Leadership Team may generally or in particular cases otherwise so authorize, all deeds, leases, transfers, contracts, bonds, notes, checks, drafts, and obligations made, accepted or endorsed by Christ Church shall be signed by the Senior Warden and the Treasurer or such other person(s) designated by the unanimous consent of the Leadership Team.

## **ARTICLE XI**

### **Personal Liability**

The Leadership Team, Officers, and Employees of Christ Church shall not be personally liable for any debt, liability, or obligation of the Church. All persons, corporations, or other entities extending credit to, contracting with, or having any claim against the Church may look only to the funds and property of the Church for the payment of any such contract or claim, or for the payment of any debt, damages, judgment, or decree, or of any money that may otherwise become due or payable to them from the Church.

## **ARTICLE XII**

### **Miscellaneous**

#### **Section 1. Seal.**

The seal of Christ Church shall be in such form as the Leadership Team may from time to time determine.

#### **Section 2. Fiscal Year.**

Unless otherwise fixed by the Leadership Team, the fiscal year of Christ Church shall end on the 30th day of June in each year.

#### **Section 3. Independent Auditors.**

Upon recommendation of the Finance Team, the Leadership Team shall annually appoint either:

- A Certified Public Accountant to perform an audit of the financial records of Christ Church.

OR

- A qualified individual who has no influence over Christ Church's financial matters to perform a review of the financial records.

In either case, a formal report shall be prepared and presented to the Leadership Team.

#### **Section 4. Disposition of Assets.**

In the event of the dissolution of Christ Church, the assets of the Church shall be distributed by the Leadership Team in accordance with the purposes of Christ Church.

#### **Section 5. Gender.**

As used in these By-Laws, personal pronouns of the masculine gender shall be deemed to include the feminine gender as well.

## **ARTICLE XIII**

### **Amendments**

These By-Laws may be amended or repealed in whole or in part by a two-thirds vote of the Leadership Team and, thereafter such changes must be approved by the voting members of Christ Church at a duly called congregational meeting.

### **APPENDIX**

- I. The Purpose and Values of Christ Church

## Appendix I

### Christ Church's Purpose:

**Connecting people to Jesus Christ, to one another  
& to God's work in the world.**

### Christ Church's Values:

#### **Ceaseless in Prayer & Praise**

We seek to undergird every aspect of our life (24/7)  
in expectant prayer and endless praise.  
*(James 5:13-16; I Thess. 5:16-18; Philippians 4:6-7)*

#### **Conformed to God's Word**

We are shaped by the truth of Holy Scripture's witness  
to the life and salvation that is found in Jesus Christ.  
*(Psalm 119:105; Hebrews 4:12; Romans 10:8-10; 12:2)*

#### **Called to Reach Out**

We are committed to having an ever-growing impact on  
our surrounding community and beyond through word and action.  
*(Matthew 28:18-20; Luke 5:8-10; John 20:21-22; Acts 1:7-8)*

#### **Committed to Authentic Relationships**

We are invited to live in a spiritual community where  
we can be transparent and care for one another through life's journey.  
*(Mark 3:34-35; John 13:34-35; I John 2:9-11)*

#### **Changed by the Holy Spirit**

We acknowledge our absolute dependence on  
the transformational work of the Holy Spirit in our lives.  
*(Psalm 51:11-12; John 14:26; Acts 1:8; Galatians 5:22-26)*

#### **Created to Serve Together**

We believe that every person has a unique purpose  
and is called by God to serve as part of His team, the local church.  
*(Luke 10:1-16; Acts 6:1-7; I Corinthians 12:4-11; Ephesians 4:11-13)*

