

PINE MOUNTAIN CHRISTIAN COMMUNITY CHURCH

Preamble to the Church Constitution

The enclosed Constitution and By-laws of Pine Mountain Christian Community Church represent a concise disclosure of what we believe the Bible means by what it says, instructing us in how we are to be guided with respect to Church Government, Worship, Fellowship and Church Evangelism. It should be recognized that this document is a human instrument and is at all times subject to the authority of the Word of God in every matter pertaining to life and godliness. Should the resolve herein stated be questioned, definitive textual proof will be provided accordingly. While God's Word has been fully revealed to us and the canon is complete, our understanding is being illuminated to us at God's will by the Holy Spirit as needed when bringing Glory to Christ in His Church.

CHURCH CONSTITUTION

ARTICLE I: CORPORATE NAME

This body was duly incorporated on December 7, 1982, under the Nonprofit Religious Corporation Laws of the State of California as the Pine Mountain Christian Community Church of Frazier Park, California. The Church is located at 16301 Askin Drive, Pine Mountain Club, Kern County, California 93222-5245.

ARTICLE II: PURPOSE

It shall be the purpose of this church to: worship and maintain the preaching of the gospel of Jesus Christ; teach the Bible; administer the ordinances of the New Testament (baptism, marriage and communion); and encourage, support, and participate in local, national and international missions.

ARTICLE III: ORGANIZATION

Section 1: Authority

Recognizing Jesus Christ as the only head of the Church, this congregation shall seek to ascertain and to obey the will of our Lord in all matters of faith and of practice. The organization of this church is vested in the Body of Members who comprise it. Thus, the final authority for *all* decisions shall be the Congregation.

Section 2: Elders

Pine Mountain Christian Community Church shall call certain men to be Elders of this local Congregation. (Acts 14:23) An Elder or Elders may also be elected to serve on the Church Council.

- a. Qualifications. Each Elder shall be an active church member and follow the Biblical precepts presented in 1 Timothy 3:17, Titus 1:5-9, 2 Timothy 4:3 and 1 Peter 5:1-4. An Elder must also lead by example.
- b. Selection and Term. The Pastor or an Elder may appoint men to serve as Elder. The selection will be presented to the voting membership for ratification at any Congregational Meeting. The term shall be indefinite or as long as mutually agreed upon.
- c. Duties. The Elders shall assist the Pastor and Congregation in spiritual leadership, preaching, Christian education and administration of the ordinances as deemed necessary.
- d. Elders shall oversee the Church Council.
- e. Elders shall meet weekly for prayer and Bible study.

Section 3: Church Council

The administrative body of the Corporation shall be known as the Church Council. It shall include members from the church congregation and the senior pastor as an ex-officio (non-voting) member. The Church Council operates under the leadership of the Church Elders.

Section 4: Deacons

Deacons may be appointed and shall be servants of the Church.

- a. Qualifications. Deacons shall be active church members and possess the Biblical attributes of 1 Timothy 3:8-13, Acts 6:1-7.
- b. Selection and Term. The Elders and the Pastor may select Deacons as needed. They shall serve as determined by mutual consent.
- c. Duties. Deacons, in conjunction with the Pastor and Elders, may participate in spiritual and benevolent activities of the Church.

Section 5: Fiscal Year

The fiscal year of the Church shall begin on the first day of April and close on the last day of March.

ARTICLE IV: MEMBERSHIP

Section 1: Active Membership

There shall be only one class of membership in this corporation and each member shall be entitled to one vote. Any person eighteen years of age or older may apply for active membership. Active membership in the Pine Mountain Christian Community

Church shall be open to all persons who:

- a. Confess Jesus Christ as their Savior and Lord of their lives,
- b. Have been baptized (the mode of which being determined by the conviction of the individual). Any person requesting baptism in this church shall be baptized by immersion.

Section 2: Applications for Membership

All requests for membership shall be made to a Pastor or an Elder. Upon making such request, the person shall be given an application for membership, along with a copy of the Statement of Faith and Church Constitution and By-laws. Each applicant shall subscribe to the Statement of Faith and agree to abide by the Church Constitution and By-laws. A Pastor or an Elder shall meet with the applicant following receipt of the application and present the application to the Church Council for approval by unanimous vote.

Section 3: Admission of Applicants

Applicants admitted to membership shall, if possible, present themselves at a worship service designated by the Pastor, at which service such applicants shall be publicly received and given the right hand of fellowship. This shall take place as soon as possible after approval by the Church Council.

Section 4: Discipline of Members Who Err In Doctrine or Conduct

It shall be the duty of any member of this church who has personal knowledge of a fellow member who has committed sin, or who is continuing in sin, or is teaching false doctrine; the member who has this knowledge shall go to that person and show him his fault in private, (without mentioning the sin to anyone), and talk to the person, according to the words of Jesus in Matthew 18:15-18. The member who has knowledge of the erring member shall approach the erring member according to Galatians 6:1-5, with a humble attitude, with the purpose of restoring the erring member in a spirit of gentleness. If the erring brother/sister listens and repents, no more shall be said about the matter. However, if this first step is not successful, the member who has knowledge of the sin shall take one or two more members with him and approach the erring member a second time, so that by the mouth of two or three witnesses every fact may be confirmed. If the erring member will not listen to them, they shall tell it to the church; and if the erring member refuses to listen to the church, let him/her be to the church as an unbeliever, and removed from membership.

Section 5: Removal From Roll

Members of this church who shall willfully, without good reason or excuse, absent themselves from the services of this church for a period of six (6) months shall be placed on an "Inactive" status with suspension of voting privileges. After a period of one (1) year the Church Council may recommend the removal of the absent member from the Church

Roll to the Church Congregation for a final vote at the next Congregational Meeting. The Church Council shall notify the member of removal from the Church Roll in writing to the last known address. The Church Council may remove any Member from the Roll at the request of the individual.

ARTICLE V: CHURCH COUNCIL

Section 1: Election and Term of Office

The administrative body of this church shall be known as the Church Council, and shall consist of an unspecified number, but no fewer than three (3), active Church Members. The nominated slate for the Church Council shall be presented to the Congregation for election at the Annual Business Meeting or a Special Business Meeting if called. They shall serve as long as is mutually agreed upon.

Section 2: Qualifications

All members of the Church Council, male or female, must be active members of this church and be upright citizens, having good moral values and be earnest, whole-hearted followers of Christ, possessing the qualities stated in 1 Timothy 3:8-13 and Romans 16:1.

Section 3: Duties of the Church Council

The duties of the Church Council shall be as follows:

- a. To elect a Vice-Chair, Secretary and Treasurer (Note: The Pastor serves as the Chair.
- b. To hear and consider all reports and programs submitted by pastors, committees, Council, and church members.
- c. To assist the Pastor in the administration of all ordinances (if Elders or Deacons are not available).
- d. To appoint and remove such paid employees as may be deemed necessary.
- e. To exercise general oversight of all financial matters of the church and determine the manner in which the financial records shall be audited.
- f. To prepare recommendations for change to the Constitution and By-laws to be presented to the Congregational Membership for action.

Section 4: Meetings and Quorum of the Council

The Church Council shall conduct regular meetings at least once a month and other meetings at such times as called for by the Pastor or the Church Council. Regular meeting dates of the Church Council shall be determined at the first such meeting of each year. Notices of the meeting dates shall always be posted in the Church Bulletin and meetings shall be open to all Church Members who desire to attend. A majority of the Church Council shall constitute a quorum for the purposes of conducting church business, with the following exceptions:

- a. Whenever the business of the Church Council concerns the calling or dismissing of a Pastor, the quorum shall be a 2/3 majority of the Church Council in order to submit the recommendation to the Church Membership for a final vote.
- b. Whenever the business of the Church Council concerns the buying or selling of real estate, the quorum shall consist of a 2/3 majority of the Church Council members with final approval by the Church Membership.

Section 5: Standing Committees

The Church Council shall have the following Standing Committees. One (1) Church Council Member shall act as liaison to each Committee with the Pastor being the liaison for the Worship and Nominating Committees.

- a. Worship Committee
- b. Christian Education Committee
- c. Finance Committee
- d. Missions/Outreach Committee
- e. Nominating Committee
- f. Facilities Committee
- g. Fellowship Committee

ARTICLE VI: THE PASTOR

Section 1: Qualifications

The Pastor shall be an ordained, licensed, Christian minister. The Members of the Church may waive the ordination requirement from the qualifications of the Pastor, at the time of selection, by casting a two-thirds majority of all votes cast in favor of waiving the requirement.

Section 2: Election

The Pastor shall be elected by the Church Membership at its Annual Meeting or at a Special Business Meeting, and such election shall require a two-thirds (2/3) majority of the required quorum. The Pastor shall remain in office for an indefinite period of time.

Section 3: Duties of the Pastor

The Pastor shall be the spiritual leader of the Church, shall preach the gospel, administer the ordinances, and watch over the welfare of the members. The Pastor must preach expository sermons directly from the Holy Scriptures, teaching the sense, interpretation and application from the text itself. This requirement shall be maintained as an everlasting heritage and shall not be abrogated by any subsequent Board or Congregation as long as Pine Mountain Christian Community Church exists.

The Pastor, also serves as Head Elder and Chair of the Church Council, although being a non-voting, ex-officio member of the Church Council, and not a part of the authorized minimum number of Council members, shall always be concerned with the responsibilities of the Church Council. In the event of a tie vote of the Council, the Pastor will vote. The Pastor shall keep the Council informed

monthly of all pastoral activities and prepare a written report to be submitted at the Annual Meeting. The Pastor shall serve as the designated Council liaison to the Worship Committee and Nominating Committee.

Section 4: Change of Pastor

The Church Membership reserves the right to dismiss the Pastor upon giving three (3) months written notice of its intention to dismiss. The Pastor must give three (3) months written notice to resign. The time limit of a Pastor's resignation or dismissal is subject to a lesser time if both the Pastor and the Church Council by mutual agreement provide otherwise. A change in Pastor may be made in the following two ways:

- a. Any individual or group within the Membership of the Church who desires a change of Pastor may present a signed petition to the Church Council, who may accept or deny such petition. However, upon receiving a signed petition of 50% or more of the voting Membership presented to said Church Council, the Church Council must recognize same by calling a Special Meeting of the Membership of the Church for the purpose of considering such change.
- b. The Church Council may itself, upon obtaining a 2/3 vote of the Church Council and giving notice to the Membership of the Church, present the matter of changing the Pastor at a Special Meeting called for this specific purpose.
- c. After receiving the recommendation from the Church Council, the Church Membership vote must be a 2/3 vote of the quorum present.

ARTICLE VII: MEETINGS

Section 1: Annual Business Meeting

The Annual Business Meeting of the Church shall be held on the first Sunday in April in each year. Notice of time and place of the meeting, as determined by the Church Council, shall be given from the pulpit by the Pastor for two successive Sundays prior to the meeting. In addition thereto, notice shall be published in the regular Church bulletin for two successive Sundays prior to such meeting. The agenda of the meeting shall include approval of the yearly budget, election of new Church Council Members, and addition or deletion of members from the church rolls. The proposed budget shall be available and distributed to the Membership on the first Sunday in March.

Section 2: Special Business Meetings

Special Business Meetings may be called by a quorum of the Members of the Church Council or by petition of 50% of the voting Membership. Notice of such meetings shall be given from the pulpit by the Pastor or Church Council Chair at least seven (7) days prior to the meeting and shall also be published in the regular Church bulletin on the Sunday immediately preceding the meeting. The notice shall specify the date, time and place, and the general nature of the business to be transacted.

Section 3: Quorum and Vote

<u>Type of Meeting</u>	<u>Quorum</u>	<u>Vote</u>
Annual Meeting	50% of Voting Membership	Majority Present
Special Meeting	50% of Voting Membership	Majority Present
Call/Release of Pastor	67% of Voting Membership	2/3 Majority Present
Amend Constitution	67% of Voting Membership	2/3 Majority Present
Church Council		
Regular Meeting	A Majority of the Council	Majority Present
Call/Release of Pastor	2/3 of all Council Members	2/3 Majority Present
Real Estate Issues	2/3 of all Council Members	2/3 Majority Present

At the Annual or Special Meeting if a quorum is not met, the meeting will be postponed for a period of not less than seven (7) nor more than fourteen (14) days, and the quorum requirement shall be 35% of the voting Membership of the Church.

ARTICLE VIII: ELECTIONS

Section 1: Time

The election of all Church Council Members shall be at the Annual Business Meeting or any other Special Congregational Meeting.

Section 2: Mode

All elections of Church Council Members at any Congregational Meeting shall be by the mode agreed upon by the Church Council. No voting by proxy shall be permitted. The minimum voting age shall be eighteen (18) years of age.

Section 3: Nominations

The Nominating Committee, a Standing Committee of the Church, shall consist of not less than three (3) active church members, plus all Elders of the Church and a Church Council liaison. Nominations for the Church Council shall be submitted by either Elders of the Church or the Church Members. The Committee shall review all nominations and determine each nominee's qualifications and willingness to serve in the position. A proposed slate of qualified nominees shall be submitted to the Secretary of the Church Council. Members of the Nominating Committee may be nominees, but no Committee members shall nominate themselves. The Secretary of the Church Council shall publicly post the list of nominees in alphabetical order at least three (3) weeks prior to the Annual Meeting.

Section 4: Interim Vacancies

In the event that any elective Church Council seat becomes vacant during the

interim between Annual Elections, the Nominating Committee shall vet a potential nominee to fill the position and present the nominee to the Church Council for approval and ratification by a majority vote at the next Congregational Meeting.

ARTICLE IX: DEDICATION OF ASSETS

The Properties and assets of this nonprofit corporation are irrevocably dedicated to religious or charitable purposes. No part of the net earnings, properties, or assets of this corporation, on dissolution or otherwise, shall incur to the benefit of any private person or individual, or any member of this corporation. On liquidation or dissolution, all properties and assets and obligations shall be distributed and paid over to an organization dedicated to charitable purposes, provided that the organization continues to be dedicated to the exempt purposes as specified in Internal Revenue Code 501 (c) (3).

ARTICLE X: STATEMENT OF FAITH

1. The sole basis of our beliefs is the Bible, God's infallible written Word, the sixty-six (66) books of the Old and New Testaments. We believe that it was uniquely, verbally and fully inspired by the Holy Spirit, and that it was written without error (inerrant) in the original manuscripts. It is the supreme and final authority in all matters on which it speaks. (1 Cor. 2:13; 2 Tim. 3:16-17; 2 Pet. 1:19-21)
2. The One True God: There is one true God, who is the Maker and Supreme Ruler of heaven and earth; inexpressibly holy, and worthy of all possible honor, worship and love; eternally existing in three persons – Father, Son, and Holy Spirit – each of whom possesses equally all the attributes of Deity and the characteristics of personality, and executing distinct but harmonious offices in the great work of redemption. (Psalm 90:1-2; Isaiah 40:28; Isaiah 44:6; Rom. 1:20)
3. Jesus Christ:
 - a. Jesus Christ is God, through whom all things were created; the living Word, who became flesh through His miraculous conception by the Holy Spirit and His virgin birth. Hence, He is perfect Deity and true humanity united in one person forever.
 - b. He lived a sinless life and voluntarily atoned for the sins of Men by dying on the cross as their substitute, thus satisfying divine justice and accomplishing salvation for all who trust in Him alone.
 - c. Because He is God's only provision for sin, He is therefore the only savior for mankind.
 - d. He rose from the dead in the same body, though glorified, in which He lived and died.
 - e. He ascended bodily into heaven and sat down at the right hand of God the Father, where He, the only mediator between God and man, continually makes intercession for His own.

f. Jesus Christ will come again to the earth—personally, visibly and bodily—to reign as King of Kings and Lord of Lords on earth in His eternal kingdom. (Isa. 7:14; Isa. 53:5-9; Matt. 1:18-25; John 1:1-3; John 1:14; Acts 4:12; Rom. 5:8; 1 Cor. 15:3-5)

4. God the Holy Spirit

- a. The Holy Spirit has come into the world to reveal and glorify Christ and to apply the saving work of Christ to men. He convicts and draws sinners to Christ, imparts new life to them, continually indwells them from the moment of spiritual birth, leads them into the truth, and seals them until the day of redemption. His fullness, power and control are appropriated in the believer's life by faith.
- b. Every believer is called to live so in the power of the indwelling Spirit that he will not fulfill the lust of the flesh but will bear fruit to the glory of God.
- c. We believe that the spiritual gift of tongues shall not be practiced in this church unless it is according to 1 Cor. 14:27-28a: "If anyone speaks in a tongue, it should be by two or at the most three, and each in turn, and one must interpret; but if there is no interpreter, he must keep silent in the church." (NASB)

5. Man:

- a. Man was originally created in the image of God, and maintains God's image. He sinned by disobeying God; thus, he was alienated from his Creator. That historic fall brought all mankind under divine condemnation. (Gen. 3)
- b. Man's nature is corrupted, and in this state he is thus totally unable to please God. Every man is in need of regeneration and renewal by the Holy Spirit. (Rom. 3:23; Heb. 11:6; Titus 3:5)

6. Salvation: We believe that man is justified by faith in the Person and work of Jesus Christ: His shed blood on the cross, and His resurrection. We believe that mankind is saved by grace through faith apart from works, rituals, or religious activities. (Rom. 5:1-19; Gal. 2:16; Eph. 2:8-9; Col. 1:13-14; Titus 3:5-7)

7. Eternal Security: We believe that once a person is born again, he cannot lose his new nature, or his salvation, and that he is eternally secure in the Lord Jesus Christ. (John 6:37; John 10:27-29; Rom. 8:38-39; Col. 3:3)

8. The Church

- a. Jesus Christ is the Head of the Church, His body, which is composed of all people, living and dead, who have been joined to Him through saving faith.
- b. God admonishes His people to assemble together regularly for worship, for participation in ordinances, for edification through the Scriptures and for mutual encouragement. (1 Cor. 12:12-13; Col. 1:18; Heb. 10:24-25)

9. Baptism and Communion:
 - a. We believe that baptism by immersion is the only Scriptural example.
 - b. We believe that baptism does not save, that it is an act of obedience to the command of Christ and a testimony to the world of your faith in the death, burial, and resurrection of Jesus Christ. (Matt. 3:13-17; Matt. 28:19-20; Rom. 6:1-6; Col. 2:12)
 - c. We believe that communion (The Lord's Supper) is a symbolic ordinance, picturing Christ's Body broken for our sins and His blood shed for our redemption. It is not a saving ordinance, but helps us remember His death, and inspires us in looking forward to His coming. (1 Cor. 11:23-26)

10. Life after Death:
 - a. We believe that heaven and hell are real places.
 - b. At physical death the unbeliever enters immediately into eternal, conscious separation from the Lord and awaits the resurrection of his body to everlasting judgment and condemnation. (Luke 16:19-31; John 5:29)

11. A Personal Devil:
 - a. We believe that Satan is a created angel, who became prideful and then was expelled from heaven by Almighty God.
 - b. He is the deceiver of mankind, and a murderer.
 - c. After the Millennial Kingdom, God will cast Satan into the lake of fire. (Rev. 12:9-10)

12. Of Civil Government:
 - a. We believe that civil government is of divine appointment, for the interests and good order of human society; that government officials are to be prayed for, conscientiously honored and obeyed; the exception being only in things in violation of Scripture or opposed to the will of our Lord Jesus Christ who has all authority in heaven and earth, and who is Lord of Lords and King of Kings. (Acts 4:19)
 - b. As Christians, it is our responsibility to expose evil in our society. (Matt. 22:17-21; Matt. 28:19-20; Rom. 13:1-7; Eph. 5:8-14)

13. We accept those areas of doctrinal teaching on which, historically, there has been general agreement among all true Christians. We desire to allow for freedom of conviction on other doctrinal matters, provided that any interpretation is based upon the Bible alone, and that no such interpretation shall become an issue which hinders the mission of our church.

PINE MOUNTAIN CHRISTIAN COMMUNITY CHURCH
A Christian Nonprofit Religious Corporation
BY-LAWS

Article I – Name

The Name of the Corporation shall be Pine Mountain Christian Community Church of Frazier Park, Kern County, California .

Article II – Offices

The Principal Office for the transaction of the business of the corporation (“Principal Executive Office”) is located at 16301 Askin Drive, Pine Mountain Club, Kern County, California 93222-5245. The Church Council may change the principal office from one location to another. Any change of location shall be noted by the Secretary of the Church Council on these By-laws opposite this section, or this section may be amended to state the new location.

Article III – Objectives and Purposes

The objectives and purposes shall be: To maintain the teaching of Jesus Christ, the teaching of the Bible, and the administration of the ordinances of the New Testament.

Article IV – Nonpartisan Activities

This corporation has been formed under the California Nonprofit Religious Corporation Law for the religious purposes described above, and it shall be nonprofit and nonpartisan. No substantial part of the activities of the corporation shall consist of the publication or dissemination of materials with the purpose of attempting to influence legislation, and the corporation shall not participate or intervene in any political campaign on behalf of any candidate for public office for or against any cause of measure being submitted to the people for a vote. When any public discussion involves issues at conflict with the Constitution of this Church, the church may provide materials and information supporting the church’s positions to its members and the public.

The corporation shall not, except in an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the purposes described above.

Article V – Church Council

Section 1: Powers

- a. General Corporate Powers. Subject to the provisions of the California Nonprofit

Religious Corporation Law and any limitations in the articles of incorporation and these by-laws relating to action required to be approved by the members, the business and affairs of the corporation shall be managed, and all corporate powers shall be exercised, by or under the direction of the Church Council.

- b.** Specific Powers. The Church Council shall have the power to:
- (i)** Select and remove any officers, agents, Council or employees of the corporation; prescribe any powers and duties for them that are consistent with law, with the articles of incorporation, and with these by-laws; and fix their compensation.
 - (ii)** Change of the principal executive office or the principal business office in the State of California from one location to another; cause the corporation to be qualified to do business in any other state, territory, dependency, or country and conduct business within or outside the State of California; and designate any place within or outside the state of California for the holding of any member's meeting or meetings, including annual meetings.
 - (iii)** Adopt, make, and use a corporate seal; prescribe the forms of membership certificates; and alter the form of the seal and certificate.
 - (iv)** Borrow money and incur indebtedness on behalf of the corporation and cause to be executed and delivered for the corporation's purposes, in the corporate name, promissory notes, bonds, debentures, deeds of trust, mortgages, pledges, hypothecations, and other evidences of debt and securities.
 - (v)** On an emergency basis, the Church Council may authorize an expenditure not to exceed \$10,000. Larger expenditures must be brought before the Church Congregation for approval.

Section 2. Vacancies

- a.** Events Causing Vacancy. A vacancy or vacancies in the Church Council shall be deemed to exist on the occurrence of the following:
- (i)** the death, resignation, or removal of any Church Council Member;
 - (ii)** the declaration by resolution of the Church Council of a vacancy of the office of said Member who has been declared of unsound mind by an order of court or convicted of a felony;
 - (iii)** removal of a Church Council Member in an action in Superior Court pursuant to Section 9223 of the California Nonprofit Religious Corporation Law.
- b.** Resignations. Except as provided in this paragraph, any Church Council Member may resign, and said resignation shall be effective on giving written notice to the Chair or the Secretary of the Church Council, unless the notice specifies a later time for the resignation to become effective. If the resignation is effective at a future time, the Church Council may elect a successor to take office as of the date when resignation becomes effective. No Church Council Member may resign when the corporation would then be left without a duly ratified Church Council

- Member in charge of its affairs.
- c. Other interim vacancies – (refer to *Church Constitution Article VIII, Section 4.*)

Article VI – Church Council Officers

The Officers of this corporation shall be: Chair, Vice-Chair, Secretary and Treasurer. The Pastor, as Head Elder, shall serve as Chair of the Church Council. Any number of offices may be held by the same person, except that neither the Secretary nor the Treasurer may serve concurrently as Chair of the Church Council.

Section 1. Responsibilities of Officers

- a. Chair – The Chair shall preside at all Council Meetings which are to be conducted according to scriptural principles such as set forth in Philippians 2:2-3 and Robert’s Rules of Order.
- b. Vice-Chair – The Vice-Chair shall assume all of the above enumerated duties of the Chair in the absence of the Chair. The Vice-Chair shall, in the absence of the Pastor or any other Elder, be responsible for the leadership of the Church Service.
- c. Secretary – The Secretary shall keep the minutes of all meetings of the Church Council and shall attach to said minutes all official correspondence relating to the Church. The Secretary shall be charged with the duty of giving proper notice to the Congregation of the Annual and Special Business Meetings.
- d. Treasurer – The Treasurer shall be responsible for all monies collected by the Church and oversee deposits in a bank or banks specified by the Church Council and shall issue and disburse checks in the manner authorized by the Council. The Treasurer shall make financial reports each month to the said Council, and shall make a financial report at each Annual Business Meeting. The Treasurer shall be responsible for proper records and books concerning incoming and outgoing funds and such records and books shall be available for auditing or inspection at any time by the Church Council. The Treasurer must insure that an annual audit by an independent entity be completed at the end of the fiscal year.

Section 2. Interim Vacancies of Officers

In the event that any of the elective offices become vacant during the interim period, the Church Council shall have the authority to fill such vacancy according to the Church Constitution Article VIII, Section 4.

Article VII - Definition of Staff

Staff shall be defined as paid employees, other than the Pastor, of the Pine Mountain Christian Community Church. In order to accomplish the work of the church, other paid employees may be hired as deemed necessary. Selection of such employees, the terms of their employment, and termination of employment shall be the responsibility of the Church Council.

Article VIII - Miscellaneous

Section 1. Adjournment.

Notwithstanding anything contained herein, a majority of the Church Council present, whether or not constituting a quorum, may adjourn any meeting to another time and place.

Section 2. Action Without Meeting

Any action required or permitted to be taken by the Church Council may be taken without a meeting, if all members of the Church Council, individually or collectively, consent in writing to that action. Such action by written consent shall have the same force and effect as a unanimous vote of the Church Council. Such written consent or consents shall be filed with the minutes of the proceedings of the Church Council.

Section 3. Indemnification of Officers, Employees, and Other Agents.

The Church Council may, in its discretion, and to the extent allowed by law:

- a.** Authorize the corporation to indemnify its officers, employees, and other agents against damages/liabilities including court costs and attorneys fees incurred in the course and scope of their employment or duties on behalf of the corporation or arising out of their status as such officers, employees, and other agents; and
- b.** Authorize the purchase of insurance on behalf of such persons for the foregoing purposes.

Section 4. Maintenance of Corporate Records

The corporation shall keep:

- a.** Adequate and correct books and records of account;
- b.** Minutes, in written form, of the proceedings of its members, Council and committees of the Church Council;
- c.** A record of its Church Members, giving their names and addresses.

All such records shall be kept at the corporation's principal executive office, or if its principal executive office is not in the State of California, at its principal business office in this state.

Section 5. Construction and Definitions

Unless the context requires otherwise, the general provisions, rules of construction and definitions of the California Nonprofit Religious Corporation Law shall govern the construction of these by-laws. Without limiting the generality of the above, the masculine gender includes the feminine and neuter, the singular number includes the plural, the plural number includes the singular, and the term "person" includes both corporation and a natural person, board of directors means Church Council members.

CERTIFICATE OF SECRETARY

I, the undersigned, certify that I am the presently elected and acting Secretary of the Pine Mountain Christian Community Church, a California Nonprofit Religious Corporation, and the above Constitution, consisting of ____ pages, and By-laws, consisting of ____ pages, are the Constitution and By-laws of this corporation as adopted at a meeting of the Pine Mountain Christian Community Church Congregation held on _____.

Dated: _____

Secretary