

# CONSTITUTION AND BYLAWS of THE NEW RIVER CHURCH COMMUNITY

## CONSTITUTION

### PREAMBLE

(An historical statement from the Preamble of the Constitution and Bylaws of the Evangelical Covenant Church as adopted by the Evangelical Covenant Church in 2002.)

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

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

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

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

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

This document, which is in harmony with the above preamble, is the Constitution and Bylaws of **The New River Church Community, an Evangelical Covenant Church of San Jose, CA**

## ARTICLE 1: Name

The name of the Church shall be The New River Church Community (doing business as The River Church Community), an Evangelical Covenant Church. The Church's principal place of business shall be San Jose, California.

## ARTICLE 2: Affiliation

The church is a member of the Evangelical Covenant Church (ECC) and its Pacific Southwest Conference (PSWC). It is pledged to work in harmony with the ECC and PSWC, and to faithfully support the mission, ministries, and policies of each.

## ARTICLE 3: Confession of Faith

**We believe** in one God who alone is to be worshipped, who rules the universe and created everything. He has revealed Himself as Father, Son and Holy Spirit.

**We believe** in the Father: Holy, Almighty and loving, the source of all goodness, truth and life.

**We believe** in the Son, one with the Father, our Lord Jesus Christ who was sent into the world by the Father's love, conceived by the Spirit and born of the virgin Mary. He was crucified for our sins and raised from the dead by the power of God. He now sits at the Father's right hand praying and advocating for His Church and will return to judge everyone on earth. Then every knee will bow before Him in honor and every person will agree that Jesus always has been, is now, and always will be Lord.

**We believe** in the Holy Spirit, one with the Father and Son, who inspired the Scriptures, who by His grace brings to new spiritual birth all who believe in Jesus through repentance, who lives in them as a guarantee of eternal life, empowers them for holy living and loving relationships, and distributes to them gifts of power for service and ministry.

**We believe** that human beings were created in God's image, but were alienated from God because of sin and now live in a sin-damaged world. We, therefore, are unable to restore the broken relationship ourselves. God, in His love and mercy, through Jesus' sacrifice on the cross, restores those who believe and repent, giving them a new birth, new identity, and new nature.

**We believe** God brings all His new-born children into His family, the Church. This eternal body is revealed in the local church wherever His people gather for worship, relationship, teaching, and service around His Word. As Lord of His Church, Jesus directs us to tell everyone everywhere about Him so that they too might follow Him and be saved from eternal judgment. One day He will come and gather all His Church to be with Him in heaven's glory forever.

**We believe** that the Church is the body of Jesus on earth and God's family. Through these family relationships, God utilizes His Spirit to promote unity, to cause healing, to exercise His gifts, and to mobilize a great army of Christ-followers who join with Him in the fight against the evil, demonic powers of darkness at work both in our world here and in the heavenly places.

**We believe** in the Bible (Old and New Testaments) as God's inspired, timeless and relevant Word to all people. In it He reveals the truth which we believe and commit to follow. It is completely trustworthy and our authoritative guide for doctrine and conduct as individuals, as families and as a Church.

#### **ARTICLE 4: Purpose**

To embrace in community the life-changing person and teaching of Jesus and to manifest together His kingdom deeply in our lives and broadly in our world.

#### **ARTICLE 5: Partnership**

Partnership in the church is granted as provided in the Bylaws to those who earnestly seek to know Jesus, surrender to his leadership, actively participate in the life of our worship community, and promise to faithfully support the leadership, mission, and ministries of the church (through the regular offering of time, talent, and treasure).

#### **ARTICLE 6: Church Governance and Officers**

Section 1: The authority of the government of this church is vested in its Partnership acting through duly called congregational meetings. The management, administration and oversight of business and spiritual affairs are delegated by the congregation to The Board of Directors and Lead Pastor as noted in the Bylaws. In circumstances or where the law requires action(s) by "Trustees" the Board of Directors shall be known as "the Board of Trustees" and the members of it as "Trustees."

Section 2: The Board of Directors shall consist of the officers of the church (chair, vice chair, secretary, and treasurer) and other members as specified in the Bylaws. The Lead Pastor shall be an ex-officio with vote member of the Board of Trustees.

#### **ARTICLE 7: Partnership Meetings**

An Annual Meeting of the Partners shall be held as near the first of the fiscal year as feasible. At the Annual Meeting, written progress reports shall be submitted by the lead pastor, treasurer and other entities as requested. Financial statements shall be submitted by the treasurer for the church and each of its organizations. The church budget shall be submitted for approval.

Additional meetings of Partners shall be held at the request of the Board of Directors.

### **ARTICLE 8: Assets**

Section 1: The church shall hold title to its own assets. The assets of the church are irrevocably dedicated to the purposes of the Kingdom of God and no part of the new income or assets of the church shall ever inure to the benefit of any director, officer, or partner thereof or to the benefit of any private person.

Section 2: In the event of schism within the church, in which there are competing claims to the assets by various factions of the Partnership, the title of all church property, real or personal, shall remain with the group that abides by the constitution and bylaws, as determined by the executive board of the Pacific Southwest Conference.

Section 3: No action for the sale or transfer of assets may be taken when the closure of the church is under consideration without the prior approval of the Pacific Southwest Conference executive board. Upon the dissolution or winding up of the church, its assets remaining after payment, or provision for payment, of all debts and liabilities of this church shall be distributed to the EVANGELICAL COVENANT CHURCH and the Pacific Southwest Conference shared equally for the furtherance of the mission of both in that region, primarily through church planting.

### **ARTICLE 9: Amendments**

Amendments in harmony with this constitution, non-profit laws of California and in agreement with EVANGELICAL COVENANT CHURCH principles may be adopted by a 2/3 vote of Partnership during an annual meeting, providing the proposed amendment was presented in written form at the preceding annual meeting. Articles 8 and 9 (addressing assets and amendments) may be amended only with the approval of the Pacific Southwest Conference executive board.

Proposed Amendments to the Constitution shall be initiated by the Board of Directors and referred by them to a meeting of the Partners.

# **BYLAWS**

## **ARTICLE 1: Partnership**

### Section 1: Purpose

The purpose of Partnership is to provide a compelling invitation to discipleship in community at The River and to create the appropriate context in which important church decisions can be made.

### Section 2: Responsibilities

The Partners of this church do covenant together by God's grace to live lives in a manner consistent with the standards of biblical teaching, including the support of this congregation in attendance, prayer, service, and giving, to encourage others to know and be like Jesus Christ by word and deed, to reflect in all our relationships the servant love of our Lord, and to support the broader mission of Christ through the EVANGELICAL COVENANT CHURCH and Pacific Southwest Conference. Partners reserve the right to vote on the following decisions:

- Approval of budget
- Nomination and ratification of Board of Directors
- Hiring/firing of lead pastor
- Amendment of constitution
- Purchase/sale of real property

### Section 3: Procedure for Admission

The status of Partnership is granted to those who earnestly seek Jesus, surrender to his leadership, actively participate in the life of our community, and promise to faithfully support the leadership, mission, and ministries of the church (through the offering of time, talent, and treasure).

- a. Individuals shall be received as Partners in the mission of The River through a process delineated by the Board of Directors.
- b. Applicants who are received into Partnership of the church shall be welcomed at a service of the church.

### Section 4: Discipline

- a. Discipline of Partners. The Board of Directors shall be responsible for admonishing Partners who willfully neglect their responsibilities to the church or who err in doctrine or conduct.

- b. Erring Partners. The Board of Directors shall develop an appropriate process for dismissing erring Partners. A Partner remaining in gross error in doctrine or conduct may be dismissed by a 2/3 vote of the Board of Directors.

#### Section 5: Withdrawal and Removal of Partnership

Any Partner desiring to transfer or withdraw from Partnership shall make such request in writing. Letters of transfer shall be issued if so requested, and the Partner is in good standing. The Board of Directors shall annually review the Partnership roster to determine inactivity.

## **Article 2: Partnership Meetings**

#### Section 1: Annual Meeting

An Annual Meeting shall be held as near the first of the fiscal year as feasible. At the Annual Meeting, written progress reports shall be submitted by the pastor(s), ministry staff, officers, and ministry teams. Financial Reports for the previous year shall be submitted by the treasurer for the church and each of its organizations. New board members shall be ratified. The church budget shall be submitted for action.

#### Section 2: Other meetings

Special meetings may be called by the Board of Directors or by written request signed by 33% of the Partnership, unless otherwise noted in these Bylaws.

#### Section 3: Notification of meeting

All meetings shall be announced by written communication to the Partnership at least two weeks prior to the meeting date.

#### Section 4: Conduct of meeting

The Chair of the Board of Directors, or another member from the Board as designated by the Board of Directors in the Chair's absence, shall serve as Chair of any Partnership meeting.

#### Section 5: Voting

Each Partner shall be entitled to cast one vote on any matter at hand at any meeting of the Partnership. Such votes must be cast in person. Vote by proxy shall not be allowed. Voting shall be by written ballot; the Chair of the meeting may call for open balloting (ie. a show of hands) where no objection is raised.

## Section 6: Quorum

20% of the Partnership shall constitute a quorum for the annual meeting, with a minimum of 20 Partners. Unless otherwise noted in these Bylaws, 20% of the Partnership shall constitute a quorum for any other meeting, with a minimum of 20 Partners.

## Section 7: Rules of order

Roberts Rules of Order may be invoked in times of conflict or confusion, subject to the provisions of this Constitution and Bylaws.

# **ARTICLE 3: Pastoral Staff**

## Section 1: Qualifications

Pastoral staff shall meet the qualifications for church leadership set forth in the New Testament, particularly 1 Timothy 3:1-13, Titus 1:5-9, and 1 Peter 5:1-4.

The Lead Pastor shall be an ordained pastor in good standing with the Evangelical Covenant Church, or committed to seeking Covenant ordination. A pastor shall be a member of the church by virtue of the call to serve the church.

## Section 2: Call of the Lead Pastor

The Lead Pastor Search Task Force shall present a qualified candidate to the Board. The Board shall then nominate the candidate by a 3/4 vote and present the candidate at a gathering of the Partnership. The meeting shall be announced two weeks in advance. River Partners shall ratify by 2/3 vote, at which point a call will be extended.

The Lead Pastor Search Task Force shall be nominated by the Board and ratified by the Partnership at a congregational business meeting. It shall be representative of the congregation and have 5 to 9 members, including the Board of Directors chair. It shall work closely with the regional conference superintendent.

### Section 3: Call of other Pastors

Other Pastors shall be hired upon the recommendation of the Lead Pastor and approved by a 2/3 vote of the Board of Directors. Budget implications of new hires will be communicated to River Partners at the Annual Meeting.

### Section 4: Duties of the Lead Pastor

The Board of Directors delegates the day-to-day operations of the church to the Lead Pastor. The Lead Pastor has the responsibility to faithfully lead the church to fulfill its purpose in a manner consistent with its values and Statement of Faith. He/she shall lead by example and share the gifts God has given. The Lead Pastor shall preach and teach the Word of God, oversee the church, faithfully carry out pastoral work, and confer with leaders within the church. The Lead Pastor shall oversee the staff team, providing counsel, encouragement, and discipline so as to assist in the accomplishment of each staff member's objectives. While the Lead Pastor has oversight of the staff team, she or he may delegate supervision of staff to other pastors or staff members.

The Lead Pastor shall be an ex officio member – including voting rights – of the Board of Directors.

### Section 5: Concerns About or Charges Against a Pastor

When a person has a concern about what a pastor has said or done, that person shall, as first course of action and as appropriate, seek clarification or reconciliation with the Pastor in question according to Matthew 18:15-18.

Concerns impacting the Lead Pastor's qualifications for ministry – indiscretion, immorality, doctrinal error, or unethical behavior – shall be brought to the attention of the Board of Directors in writing.

Concerns impacting other Pastor's qualifications for ministry – indiscretion, immorality, doctrinal error, or unethical behavior – shall be brought to the attention of the Lead Pastor in writing.

Potentially disqualifying charges against a pastor (such as immorality, doctrinal error, unethical behavior, or disloyalty to the Evangelical Covenant Church) shall also be submitted in writing to the Pacific Southwest Conference superintendent. The superintendent shall confer with the ECC executive minister of the ordered ministry. These two officers shall confer and determine the order of responsibility prior to further action by the church. A pastor or staff member credentialed by the ECC may be suspended by the ECC during this process. However, any minister against whom charges are brought, who is not

credentialed with the ECC, may be suspended or recommended for dismissal at any time without prior notice by the Board of Directors.

## Section 6: Removal of Lead Pastor

The following points shall be observed when there is perceived cause for the removal of the Lead Pastor. The dismissal of the Lead Pastor should be undertaken only after Biblically-guided steps of admonition, correction, and remediation have been pursued.

Item a. A motion to remove the Lead Pastor shall come from the Board of Directors if supported by a 2/3 vote of the Board's non-staff members.

Item b. The dismissal of the Lead Pastor shall be by congregational vote at a special meeting called for that express purpose. Such an agenda item cannot be a part of, or added to, the agenda of any other meeting. The quorum for such a meeting shall be 50% of the Partners. The grounds for dismissal shall be presented. Partners shall be allowed to speak to the matter. The Lead Pastor shall be allowed to speak to the matter. The vote shall be by written ballot. A majority vote of Partners present and voting is necessary to dismiss the Lead Pastor.

Item c. A Partner who does not feel that an issue with the Lead Pastor has been resolved after exhausting the steps described in Article 3, Section 5 (Concerns or Charges against a Pastor), may seek the action of the congregation. This may be accomplished by bringing a petition for disciplinary action or removal signed by 1/3 of current active partners. If such a petition is received, a congregational meeting will be held and the process outlined in Article 3, Section 6, Item b will be followed.

## Section 7: Unity

All actions shall be taken in such a manner as to preserve the unity of the Spirit in the bond of peace (Colossians 3:12-17).

The pastor(s) shall, both in word and precept, work in harmony with the EVANGELICAL COVENANT CHURCH, and the Pacific Southwest Conference.

## Section 8: Resignation of a Pastor or Ministry Staff Member

A pastor or ministry staff member may resign by submitting a letter of resignation to the Board of Directors. Unless there are extenuating circumstances, six weeks notice should be observed.

## **ARTICLE 4: The Board of Directors**

### Section 1: Qualifications

Members of the Board of Directors will have the following qualifications:

1. An obvious love for God, Jesus, and the Holy Spirit.
2. Personal ownership of and a life that models the mission, values, and statement of faith of The River Church Community. No hidden agendas or theological emphases that are inconsistent with our purpose or statement of faith ([www.the-river.org/statement-of-faith](http://www.the-river.org/statement-of-faith)).
3. A ministering participant of the River Church Community for at least 2 years.
4. Demonstrated emotional healthiness and the ability to live a life of balance, integrity, and wholeness.
5. A servant's heart, demonstrated by their commitment to serving at The River prior to being considered for the Board.
6. Financial wholeness, faithfulness, and generosity, including bringing a full tithe to the church (10% of gross income).
7. Able and willing to make the time commitment necessary to fulfill this role of service.
8. A love for the staff of the church, especially the Lead Pastor.

### Section 2: Composition and Size

The Board of Directors shall be comprised of not less than 5 nor more than 9 Partners, one of whom shall be the Lead Pastor (ex officio, a voting member by virtue of office.) The Board of Directors may appoint other pastors, staff members, or Partners as non-voting advisors, and may remove the same.

### Section 3: Term of Office

Lay members of the Board of Directors serve three-year terms. At the end of the term, the Board member and the Board evaluate if continuing to serve on the Board continues to be in the best interest of the Board member and the church. The member may be appointed to another three-year term by majority vote of the Board. After serving three terms, a Board Member must rotate off of the Board for at least one year prior to serving on the Board again.

### Section 4: Meetings

A majority of the Board of Directors members shall constitute a quorum. When a vote is required, the Board of Directors in attendance will be the basis for the percentages, and only attending Board members may vote.

All Board of Directors members shall receive a minimum 3-day advance notification of any meeting, including time and place of the meeting. In emergency situations, the 3-day notice may be waived by the 2/3 vote of the entire Board of Directors.

## Section 5: Responsibilities

### A. Mission and Purpose

The Board is charged with ensuring that the church is fulfilling its mission and purpose in a manner consistent with the church's values and statement of faith. The oversight of the church is delegated by the congregation to the Board of Directors and the Lead Pastor.

### B. Lead Pastor

The Board is responsible for hiring, evaluating, and, if ever necessary, terminating the Lead Pastor. The Board also sets his/her salary and benefits. Given that the Board delegates day-to-day operations of the church to the Lead Pastor, and through him/her to the rest of the staff team, a key role of the Board is to equip the Lead pastor to be successful and to hold him/her accountable. The Board is charged with overseeing the Lead Pastor's work, approving his/her annual objectives, and conducting an annual performance review. The Board is also responsible for the health of the Lead Pastor's life, schedule, ministry demands and commitments.

### C. Fiduciary

The Board must approve the annual operating budget of the church (including staff compensation), any significant (more than 5%) alterations to the budget during the year, and any use of the church's reserves. Once approved by the Board, the Board will present the annual budget to the Partners for ratification. The Board is charged with ensuring the church has sufficient resources and is using them in the most effective manner to fulfill the mission and purpose of the church.

The Board will ensure that appropriate internal financial controls are practiced at the church including separation between the person who receives and deposits offerings and the person empowered to sign checks.

### D. Policies and Procedures

The Board approves policies and procedures that govern the church, including personnel policies and financial policies.

#### E. Church Staff

The Board delegates the management of the staff team to the Lead Pastor, though he/she may delegate supervision of staff to other pastors or staff members. The Lead Pastor will share annual evaluations of staff with the Board.

For Pastoral staff, the Lead Pastor will recommend the hiring or firing of pastoral staff to the Board and the Board will approve by 2/3 vote.

The Board will also be available to Pastors and staff to discuss issues that are not being addressed by the Lead Pastor.

#### F. Communal Discernment

One of the roles of the Board is to participate in the life of the church community and listen to ideas, concerns, and input from other members of the church consistent with Biblical peacemaking principles. The Board is a leadership body charged with governing the church, but it is recognized that to do this effectively the Board must hear many perspectives and voices from the church body. When major decisions face the church (such as a facility purchase or change), the Board may participate in special meetings to facilitate communal discernment.

### Section 6: Nomination and Selection of New Board Members

The Board will seek nominations for new members from amongst River Partners. The existing Board will evaluate potential new Board members according to the qualifications listed above (including any specific skills that the Board may need at that time – finance, prayer, etc.) The current Board and the Lead Pastor will then interview the potential new members.

The potential new Board member will be asked to serve an initial temporary appointment of four months. This temporary appointment will be considered a period of testing in which the Board will have time to observe the potential member's leadership potential, gifting, character, and contribution to the team and the process (I Timothy 3:10 and 5:22, II Corinthians 8:22).

At the end of the four-month testing period (1 Timothy 3:10), the Board will determine whether to extend an invitation to become a regular member. The candidate will be ratified by 2/3 vote at the next Partnership gathering.

## Section 7: Removal of Board Member

In the case of the need to remove a Board Member, a 2/3 vote of the Board is required, wherein the Board Member in question must be excused from this vote.

## Section 8: Vacancies and Removal

A Board of Directors member may resign. A Board of Directors member may be removed from office by a 2/3 vote of Partners at a meeting called for that purpose. Vacancies created by resignation or removal may be filled by appointment through the 2/3 vote of the Board of Directors. An appointed Board of Directors member may be elected to serve two additional terms.

## Section 9: Unity

Action by the Board of Directors shall be taken in such a manner as to preserve the unity of the Spirit in the bond of peace. (Colossians 3:12-17)

## Section 10. Decisions

The Board of Directors shall strive for unanimity under the guidance of the Holy Spirit. However, matters may be determined by a majority vote of a Board of Directors quorum, unless on a matter in which the Constitution and Bylaws require a different percentage.

# ARTICLE 5: Task Forces

## Section 1: Purpose and Definition

Task Forces shall be formed as required by this Article or as deemed helpful to support or enhance the ministries of the River Church Community. Task Forces shall be defined as those groups purposed to meet short-term objectives.

## Section 2: Organization

The Board of Directors shall establish Task Forces. Each Task Force shall have a written statement of purpose, a set of guidelines for operation, and a timetable approved by the Board. Task Forces are accountable to the Board of Directors and shall keep the Board informed through regular updates.

### Section 3: Lead Pastor Task Force

The purpose of the Lead Pastor Search Task Force is to recommend to the Board of Directors a candidate for the position of Lead Pastor. The Board of Directors shall establish this task force. This task force shall be comprised of 5 to 9 members, including at least two members of the Board of Directors and three Partners of the congregation at large. A member of the Board of Directors shall chair the Task Force. It shall consult with the regional conference superintendent.

## ARTICLE 6: Officers

### Section 1: Officers

The Board of Directors shall have the following officers: Chair, Vice-Chair, Secretary, and Treasurer. The Lead Pastor shall not be an officer.

### Section 2: Duties of Officers

The Board of Directors shall elect from themselves a Chair, Vice-Chair, Secretary, and Treasurer.

**Chair:** The Chair shall preside at all Board of Directors meetings and shall confer with the Lead Pastor in preparing the agenda for such meetings. The Chair shall also convene the gatherings of River Partners.

**Vice-Chair:** The Vice-Chair shall assist the Chair, and during the Chair's absence will assume the Chair's office and duties. The Vice-Chair may appoint a Pastoral Relations Committee to serve as a sounding board regarding the health of the staff team if there is data to suggest that the Lead Pastor is remiss in this responsibility.

**Secretary:** The Secretary shall record the minutes of all Board of Directors meetings, ensure they are sent to the Business Manager for archival, and be responsible for the official seal and documents of the church.

**Treasurer:** The Treasurer shall be responsible for overseeing the church's finances and ensuring that policies and procedures are in place to protect the financial resources of the church. The Treasurer shall present regular financial updates to the Board of Directors and annually present the budget for approval.

## **ARTICLE 7: Assets**

### Section 1: Title

The congregation shall hold title to its own assets.

### Section 2: Acquisition

Land or facility acquisition, require the approval of the congregation by majority vote.

### Section 3: Disputed Assets

In the event of schism within the church, in which there are competing claims to the assets by various factions of the Partnership, the title of all church property, real or personal, shall remain with the group which abides by the Constitution and Bylaws, as determined by the executive board of the Pacific Southwest Conference.

### Section 4: Assignment of Assets

No action for the sale or transfer of assets may be taken when the closure of the church is under consideration without the prior approval of the Pacific Southwest Conference executive board. In the event the congregation votes to cease, the property and all assets of the church shall become and be the property of the EVANGELICAL COVENANT CHURCH and the Pacific Southwest Conference shared equally for the furtherance of the mission of both in that region, primarily through church planting.

## **ARTICLE 8: Closure**

### Section 1: Action Needed

The congregation may terminate its existence by a majority vote of the Partnership present and voting at a congregational meeting called for that purpose.

### Section 2: Meeting Provisions

The decision on whether to close the church cannot be a part of, or added to, the agenda of any other meeting. The congregational meeting for such a vote may be called by the Board of Directors or through the request of the congregation, accomplished by a petition for such a meeting signed by 20% of the Partnership.

### Section 3: Notification

When considering closure, all Partners of record must be notified of the meeting through first class mail at least two weeks in advance.

### Section 4: Quorum

The quorum for such a meeting shall be all Partners of record who are present at the meeting.

### Section 5: Asset Distribution

Upon the vote to close, the assets of the congregation shall be transferred according to Article VII, Section 4 of these bylaws.

### Section 6: Collaboration

Should congregational attendance stand below 25, the conference executive board may appoint an ex officio member to the Board of Directors.

## **ARTICLE 9: Amendments**

### Section 1: Procedure

These bylaws may be amended by a 2/3 vote of the Partnership present and voting at a duly called meeting for that purpose. A proposed amendment to the bylaws must be presented in writing to the Partnership not less than 90 days prior to the meeting called for the purpose of voting on bylaws changes. Article VII, Sections 3 and 4, Article VIII and Article IX may only be amended with the prior approval of the Pacific Southwest Conference executive board.