

BYLAWS OF Indianola Freedom Fellowship Church

1. Offices of the Corporation

Principal Office

The principal office of the transaction of business, affairs, and activities of the corporation (principal office) is located at Indianola Freedom Fellowship Church, 2604 N. Jefferson, P.O. Box 324 Indianola, Iowa 50125 in Warren County, Iowa 50125. The Board of Directors may change the principal office from one location to another. Any change of location of the principle office shall be noted by the Secretary on these bylaws opposite this Section, or this Section may be amended to state the new location.

Other Office

The Board may at any time establish branch or subordinate offices at any place where the corporation is qualified to conduct its activities.

11. Membership

The Process

Following a minimum period of three months of regular participation in the ministry of Indianola Freedom Fellowship Church, persons shall be eligible to complete the final steps of commitment to this local Body of Christ.

The specific steps are:

1. Meet with two or more designated Elders in fellowship regarding doctrinal beliefs and the By-laws of IFFC.
2. Sign the Role Book
3. Bear testimony of commitment to Jesus Christ, this local Body of Christ, and willingness to submit to the leadership of IFFC.

Responsibility of Membership

Members shall be responsible to actively participate in the life of the body through regular attendance, service, personal ministry, giving of their financial and material resources, and a consistent Christ-like lifestyle. Individual members are encouraged to go directly to any Pastor, Elder, Deacon or Deaconess regarding questions, concerns, or ideas regarding the Church.

Loss of Fellowship/Restoration to Fellowship

As persons called to faith in Christ, we acknowledge our duty to uphold the purity of Christ's visible Church by holding one another accountable, individually and corporately, for obedience to God's Word in Holy Scripture. Sadly, there may come a time when a professing member chooses to adopt a lifestyle which blatantly contradicts the teaching of Scripture. With Matthew 18:15-20, 1Corinthians 5:1-5, Titus 1:10-16, and Galatians 6:1-2, as our foundation, the leadership will do whatever is necessary to assist, encourage, and exhort this person. These steps shall be taken for the purposes of instruction, correction, and restoration to fellowship consistent with the whole counsel of God's Word. It shall be grounded in God's grace and truth, considered in prayer, approached in humility, and exercised in love with patience (Acts 20:1, 1Th 5:14) Realizing our own propensity to sin, these steps are not rooted in a desire to punish, but to hopefully cause Godly sorrow and ultimately, restoration. If these attempts fail, dismissal from membership within this fellowship will ensue upon a unanimous vote of the Board of Elders, Deacons, and Deaconesses.

Termination of Membership

Termination of membership can occur in one of three ways: 1) When a person is no longer willing or able to affirm the purposes of this fellowship; 2) Membership in another church; 3) If a person is dismissed from membership according to the process outlined above.

111. Elders

We believe that the Church functions according to the gifts given to its members by the Holy Spirit (1Corinthians 12:7, 11). Elders will, over a sufficient amount of time, be recognized by those in the Body of Christ as having the gift and calling of an Elder. As an individual discovers and expresses his gifts, others in the Body of Christ will respond to those gifts. As the process continues, it becomes evident to all (including the incumbent Elders) that a candidate for Eldership is emerging.

Qualifications

Elder candidates shall meet the qualifications enumerated in 1Timothy 3:1-7 and Titus 1:6-9. The qualified candidate must be mature in his faith, sensitive to the leading of the Holy Spirit, exemplary of Christian character and holiness, sufficiently gifted and able to lead the "flock" and defend the Christian faith. An Elder's main responsibility is to be a servant in every aspect of shepherding of the flock.

Responsibilities

1. The Elders are to be servants of the body, responsible for the overall spiritual welfare of the Church and for protecting and defending the truth as revealed in God's Word.
2. Elders shall oversee, though not necessarily initiate, the implementation of all ministries of the Church. Elders shall be thorough in studying and teaching the Scriptures accurately, constantly in prayer for the body; active in caring for its needs, and diligent in restoration of its errant members.
3. The Elders, in order that they may lead the flock by example and with true Scriptural authority, shall regularly and diligently hold one another to account for the study of God's Word, the pursuit of personal holiness, the flight from all known sin, and prayer.
4. Unity in the church must begin in the attitudes and actions of its leaders. In order to reflect the unity Christ intends for those who are "one in Him", the Elders shall conduct themselves with grace, honor, mutual submission, and respect to maintain the unity of the Spirit and to be deeply devoted to love one another from the heart at all times. They must be sure to maintain harmony in the Body of Christ through gentleness rooted in humility (Galatians 6:1).
5. All decisions except dismissal of an Elder shall require unanimous vote of the Elders. Whenever a non-unanimous vote is taken, each Elder should have time to express his views, then a revote may be requested or the topic may be tabled to allow for further prayer and examination of the issue.
6. The Elders are called to be good and faithful stewards of the resources provided by God for His Church. They are responsible to Christ for the wise employment of these resources in achieving the stated purposes of the Church.
7. The Elders shall be diligent to maintain consistent and thorough communication with members of the Church through letters, public announcements, reports and publications, and public availability of minutes, etc.

Nomination & Confirmation

1. Candidates for Elders shall be nominated from time to time by the incumbent Elders through the prompting of the Holy Spirit. This shall always be undertaken with prayer and reflection, always with unanimous vote of the Board of Leaders. Each of the Elders shall be available for comments and suggestions regarding possible Elder candidates from individual members of the Body.
2. A nomination period of four weeks duration shall be established during which members of the present Leadership (Elders, Deacons, and Deaconesses) shall be encouraged to prayerfully consider: 1) Whether the Elder candidate is qualified according to the Scriptures; there will also be a formal interview by the Elders with the nominee and their spouse.
3. Anyone who has cause or reason to believe that an Elder candidate does not meet the Scriptural qualifications for Eldership must go to the candidate regarding his/her concerns. If these concerns are not satisfactorily resolved, it will be the responsibility of that individual to report such information to an incumbent Elder.
4. No anonymous response that opposes an Elder candidate will be considered.
5. The incumbent Elders shall determine the validity and weight of any and all objections or statements of unwillingness to follow expressed during the nomination period. If the weight of such expressions is such as to cause doubt among the incumbent Elders about the qualifications of the candidate to serve, his nomination shall be withdrawn.
6. Candidates who are deemed qualified at the end of the previous steps shall be accepted to serve as Elders.
7. Elders shall be confirmed by the incumbent Elders with prayer before the fellowship assembled in witness.

Dismissal/Resignation of an Elder

- A. Elders may be dismissed for the following causes:
1. Conduct which tends to bring the affairs and purposes of this church into disrepute.
 2. Conduct which is hostile and offensive towards other members of this local Body of Christ.
 3. Any sustained conduct which is contrary to the qualifications prescribed by Scripture.
 4. Neglectful inattention to the affairs of the church.
 5. Cessation of membership.
- B. Dismissal of an Elder may occur by: a) unanimous vote of the Elders except the one Who's removal is being considered by the Board.
- C. Elders will be able to resign by giving written notice to the Board of Elders.

Number of Elders/term of Office

- A. There shall be no fewer than three (3) Elders.

B. Elders will continue to serve as long as they are an active member of IFFC or unless there is a necessary time of sabbatical at their request.

Review

Each Elder shall be evaluated by the rest of the Elders every two years. During this evaluation, his personal life, his family life, his ministry and his spiritual development will be considered by the other Elders. At the conclusion of this evaluation process, he will receive suggestions, warnings, exhortations, commendations, etc. which are the unanimous decision of the remaining Elders.

Deacons/Deaconesses

While every member of the body is expected to excel in serving, Deacons/Deaconesses are specifically chosen representatives to serve Christ by serving the physical needs of the Body. They must meet the Biblical qualifications in 1 Timothy 3:8-13 and faithfully perform the tasks committed to them by the Elders. Deacons/Deaconesses shall share responsibility (in consultation with the Elders) for the affairs of the church, the maintenance of the physical assets of the church and purchase of ministry tools and supplies.

Selection

From time to time, the leadership will select Deacons/Deaconesses from among the church body. Each of the Elders shall be available for comments and suggestions.

A. A period of four weeks duration shall be established during which the leaders shall be encouraged to prayerfully consider whether the candidate is qualified according to the Scriptures.

B. Anyone who has cause or reason to believe that a Deacon/Deaconess candidate does not meet the Scriptural qualifications must go to the candidate regarding his/her concerns. If these concerns are not satisfactorily resolved, that individual shall have the responsibility to report such information to an incumbent Elder.

C. No anonymous response that opposes a Deacon/Deaconess candidate will be considered.

D. The incumbent Elders, Deacons, Deaconesses shall determine the validity and weight of any and all objections expressed during the nomination period. If the weight of such expressions is such as to cause doubt among the incumbent Leaders about the qualifications of the candidate to serve, the nomination shall be withdrawn.

E. Deacons/Deaconesses shall be selected at a duly called meeting, by a unanimous vote.

F. At the conclusion of the nomination process, Deacons/Deaconesses will be commissioned by the incumbent Elders, Deacons/Deaconesses.

Term of Office

Deacons/Deaconesses will serve as long as they are active members of IFFC or unless there is a time of sabbatical at their request.

A. A Deacon/Deaconess may be removed by unanimous vote of the Elders.

B. A Deacon/Deaconess may resign with a written request submitted to the Elders.

IV. Pastor

The Church shall as the Lord permits, call one or more persons to serve in the position of Pastor or other ministerial staff. If there is more than one Pastor, there shall be a designation of "Senior Pastor".

Qualifications

1. The Pastor (who shall be designated the "senior Pastor", if there is more than one Pastor) and any other Pastor, shall be a man who is born again, baptized by believer's baptism, and as to sole Pastor or Senior Pastor, be one who has clear testimony of his call to preaching ministry. All pastors shall be men who meet the qualifications as an Elder, as herein set forth, but for pre-existing Membership, and shall be designated by the Church as an Elder. The sole exception shall be where the position does not require the person to be in a position of teaching, preaching, or having authority over men of the Congregation (such as for children's ministries).

Duties

1. The Pastor shall have the general oversight of the spiritual life, regular services, and ministration of the ordinances of the church. With the help of the Leadership Board, he shall organize and develop its strength for the best possible service. The Pastor shall be a Member of the Board, ex-officio member of all Committee(s) connected with the Church or any of its organizations. He and his wife, if any, will become Members of the Church by virtue of their call to the Church.

2. The Pastor(s) shall vote on any matter(s) either as a Board Member, Committee Member, except for his own Compensation package or tenure.

3. The Pastor shall without limitation because of these references, do the following:

a. Preach the Word of God

b. Administer the ordinances of baptism and communion, and other spiritual direction.

- c. Issue Letters or Certificates of baptism
- d. Supervise the teaching ministry of the Church.
- e. Encourage the spiritual interest(s) of the Membership of the Church, serving therewith as Spiritual Leader.
- f. Organize and develop the strengths of the Membership for the best possible service.
- g. Provide spiritual counseling and direction based on scriptural precepts.
- h. Oversee Visitation
- i. Extend the right hand of fellowship to all new Members on behalf of the Church.
- j. Perform such duties as are generally appropriate and prescribed herein, including marriages, funeral services and burial services, and provide appropriate spiritual counseling. The criteria and prerequisite for marriage shall be that both individuals are entering into a marriage as defined by God in the scriptures as being that between one man and one woman for life; and that they have personally received Jesus Christ as Savior and Lord, and acknowledge the all sufficiency of Jesus for Salvation. The Pastor is required to see that these criteria are met. The Pastor shall attempt to accommodate and encourage those seeking to make a scriptural commitment in marriage.
- k. Oversee and where appropriate, attend to the correspondence of the Church.

Term of Office

- 1. Each Pastor shall continue in the office until he resigns or is dismissed. A Pastor may be dismissed only upon the unanimous recommendation of the Leadership Board consisting of Elders, Deacons, Deaconesses, and ministry leaders.
- 2. In the event that a Pastor resigns or is dismissed the Leadership Board shall seek a suitable candidate. Upon unanimous approval of the Leadership Board, the candidate shall be presented to the body for their consideration and approval by unanimous ballot vote at a duly called meeting.

V. Meetings

Monthly Meetings

Leadership (Elders, Deacons, Deaconesses, and ministry leaders) meetings shall meet monthly. The monthly meeting is to be lead by one of the Elders. A business meeting shall be conducted with the following activities to occur: roll call to be recorded, review of minutes from previous months meeting to be corrected and approved, reports to the Leadership Team of any official business that may be necessary. All business meetings to be opened and closed in prayer with a devotion given by the Pastor or one of the Elders. Principles of general good conduct and Christian love shall prevail, with any technical disagreements to be settled by scriptural precepts, and if it's believed applicable. Roberts Rules of Order should be applied.

A majority of the Leadership Board shall constitute a quorum. A unanimous vote of the Board members present shall be required to render a decision unless otherwise provided herein. Minutes shall be taken at each Board Meeting, subsequently approved and keep in the Church office.

Special Meetings

Special meetings shall be called by the Elders as they see the need. In an emergency, an attempt will be made to inform each member of a special meeting, by phone or mail.

Annual Church Meeting

There shall be an annual membership meeting held on the first Sunday of February of each year. It shall present vision, direction, and budget items for the coming year to the body at large.

V1. Banking

- 1. The account(s) of the Church shall be established as follows:

Banking Institution. The Church shall put funds into a banking institution, approved by the Board, which account(s) shall if possible draw the highest interest available. The account(s) shall be federally insured.

- 2. Signatures. There shall be two (2) signatures required for each check or withdrawal of funds, which shall be two (2) from the Leadership Board. All signatures shall be only those approved by the Board.

V11. Other positions

The Board has the authority to create other offices, either permanent or temporary. All other church officers are appointed by the Board and each officer is responsible to the Board. All appointed church officers are appointed for a specific time determined by the Board when the office is created.

V111. Licensing and Ordination

Application

When a member of this church is confident of the call of God to the Gospel Ministry, an application may be submitted to the Board for licensing or ordination.

Approval

If the Board decides that an applicant may be worthy of further consideration for licensing or ordination by this church to the Gospel Ministry, the Board may ask the senior pastor to call a council which shall thoroughly examine the candidate's call to the ministry, education, Christian experience, and doctrinal belief. Upon recommendation of the council and the approval of the Board, the candidate shall be publicly licensed or ordained.

IX. Amendments

These Articles of Incorporation and By-Laws may be amended or changed by a unanimous vote of the Board.

X. Review and Modification of the Bylaws

The Bylaws shall be reviewed every two years and modified as needed according to the recommendation of the Elders, Deacons, and Deaconesses. These recommendations shall be confirmed by a unanimous vote of the members of the Board present at a properly called meeting.