

CONSTITUTION AND BYLAWS

of

BLACKHAWK EVANGELICAL FREE CHURCH

9620 Brader Way
Middleton, WI 53562

In these documents, references to “s. 181.XX” refers to Chapter 181, Wisconsin Statutes and any subsequent changes thereto. Unless otherwise provided in the articles of incorporation or bylaws, the provisions of Chapter 181 shall control.

PROPOSED

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CONSTITUTION OF BLACKHAWK EVANGELICAL FREE CHURCH

PREAMBLE

We, the members of Blackhawk Evangelical Free Church, Inc., in order to carry out more effectively the commission given by Jesus Christ to His Church, do ordain and establish the following Constitution to which we voluntarily submit ourselves.

REVISED

We, the members of Blackhawk Evangelical Free Church, [Inc.] in order to carry out more effectively the commission given by Jesus Christ to His Church, do ordain and establish the following Constitution to which we voluntarily submit ourselves.

ARTICLE I - NAME

The name of this organization shall be "Blackhawk Evangelical Free Church" of Madison, Wisconsin ("Blackhawk").

REVISED

The name of this organization shall be "Blackhawk Evangelical Free Church" of Madison, Wisconsin [{"Blackhawk"}].

ARTICLE II - AUTHORITY AND AFFILIATION

The congregation, at its business meetings, is the legislative and governing body of this organization. This church shall be affiliated with the Evangelical Free Church of America (EFCA) with whom it will cooperate in efforts for the furtherance of the Gospel of Christ in the measure that the church itself may officially decide.

REVISED

The congregation, at its business meetings, is the legislative and governing body of this organization. This church shall be affiliated with the Evangelical Free Church of America (EFCA) ~~through its Forest Lakes District Conference and shall send delegates to their conferences, support their Home and Foreign Missions and unite in all mutual~~ [with whom it will cooperate] in efforts for the furtherance of the Gospel of Christ in the measure that the church itself may officially decide.

ARTICLE III - PURPOSE

The purpose of this organization shall be to spread the Gospel of Jesus Christ in every way prescribed or approved by the Holy Scriptures, to engage in such religious, educational, charitable and benevolent work as the Constitution and Bylaws of this organization may determine, and to own and maintain such buildings and equipment as may be required to carry out the above stated purpose.

PROPOSED

ARTICLE IV - EFCA STATEMENT OF FAITH¹

1. We believe in one God, Creator of all things, holy, infinitely perfect, and eternally existing in a loving unity of three equally divine Persons: the Father, the Son and the Holy Spirit. Having limitless knowledge and sovereign power, God has graciously purposed from eternity to redeem a people for Himself and to make all things new for His own glory.
2. We believe that God has spoken in the Scriptures, both Old and New Testaments, through the words of human authors. As the verbally inspired Word of God, the Bible is without error in the original writings, the complete revelation of His will for salvation, and the ultimate authority by which every realm of human knowledge and endeavor should be judged. Therefore, it is to be believed in all that it teaches, obeyed in all that it requires, and trusted in all that it promises.
3. We believe that God created Adam and Eve in His image, but they sinned when tempted by Satan. In union with Adam, human beings are sinners by nature and by choice, alienated from God, and under His wrath. Only through God's saving work in Jesus Christ can we be rescued, reconciled and renewed.
4. We believe that Jesus Christ is God incarnate, fully God and fully man, one Person in two natures. Jesus – Israel's promised Messiah – was conceived through the Holy Spirit and born of the virgin Mary. He lived a sinless life, was crucified under Pontius Pilate, arose bodily from the dead, ascended into heaven and sits at the right hand of God the Father as our High Priest and Advocate.
5. We believe that Jesus Christ, as our representative and substitute, shed His blood on the cross as the perfect, all-sufficient sacrifice for our sins. His atoning death and victorious resurrection constitute the only ground for salvation.
6. We believe that the Holy Spirit, in all that He does, glorifies the Lord Jesus Christ. He convicts the world of its guilt. He regenerates sinners, and in Him they are baptized into union with Christ and adopted as heirs in the family of God. He also indwells, illuminates, guides, equips, and empowers believers for Christ-like living and service.
7. We believe that the true church comprises all who have been justified by God's grace through faith alone in Christ alone. They are united by the Holy Spirit in the body of Christ, of which He is the Head. The true church is manifest in local churches, whose membership should be composed only of believers. The Lord Jesus mandated

¹ As adopted by the Evangelical Free Church of America on June 19, 2019

two ordinances, baptism, and the Lord's Supper, which visibly and tangibly express the gospel. Though they are not the means of salvation, when celebrated by the church in genuine faith, these ordinances confirm and nourish the believer.

8. We believe that God's justifying grace must not be separated from His sanctifying power and purpose. God commands us to love Him supremely and others sacrificially, and to live out our faith with care for one another, compassion toward the poor and justice for the oppressed. With God's Word, the Spirit's power, and fervent prayer in Christ's name, we are to combat the spiritual forces of evil. In obedience to Christ's commission, we are to make disciples among all people, always bearing witness to the gospel in word and deed.
9. We believe in the personal, bodily and glorious return of our Lord Jesus Christ. The coming of Christ, at a time known only to God, demands constant expectancy and, as our blessed hope, motivates the believer to godly living, sacrificial service and energetic mission.
10. We believe that God commands everyone everywhere to believe the gospel by turning to Him in repentance and receiving the Lord Jesus Christ. We believe that God will raise the dead bodily and judge the world, assigning the unbeliever to condemnation and eternal conscious punishment and the believer to eternal blessedness and joy with the Lord in the new heaven and the new earth, to the praise of His glorious grace. Amen.

ARTICLE V - MEMBERSHIP

Membership qualifications, procedures, rights and responsibilities are set forth in the Bylaws.

ARTICLE VI - PROPERTY

Section 1

This church shall have the power to receive, either by gift or purchase, and to hold such real, personal or mixed property as is authorized by the laws of the State of Wisconsin and as is deemed necessary for the business of the church, and shall have the power to dispose of such property by mortgage, deed, or otherwise. All such property shall be held in the name of the church. (s. 181.1008; s. 181.0302)

Section 2

In case of a division of the church (from which we pray God by His mercy to preserve us), the property of the church shall belong to those who abide by its Constitution and Bylaws as determined by the Elder Board in its sole discretion.

Section 3

In case of dissolution of the church organization, the property shall be assigned to the Evangelical Free Church of America to enable the EFCA to renew the work or use the values thereof for further Gospel enterprises. The church shall be considered dissolved if so decided by the organization, or when the church has not held an annual meeting for three years, or when fewer than six members remain.

ARTICLE VII - AMENDMENTS

Amendments to this Constitution must be submitted to the members at least three months prior to the annual meeting. At the annual meeting they shall be adopted if approved by a three-quarters majority vote of the members voting.

Adopted April 1979
Amended August 1985
Amended DATE

REVISED

The membership of this church shall be composed of individuals who are believers in the Lord Jesus Christ, and who give evidence by their confession and their conduct that they are living in real fellowship with the Lord Jesus Christ. [Membership qualifications, procedures, rights and responsibilities are set forth in the Bylaws.]

REVISED

This church shall have the power to receive, either by gift or purchase, and to hold such real, personal or mixed property as is authorized by the laws of the State of Wisconsin and as is deemed necessary for the business of the church, and shall have the power to dispose of such property by mortgage, deed, or otherwise. All such property shall be held in the name of the church. [(s. 181.1008; s. 181.0302)]

REVISED

In case of a division of the church (from which we pray God by His mercy to preserve us), the property of the Church [church] shall belong to those who abide by its Constitution and Bylaws [as determined by the Elder Board in its sole discretion.]

REVISED

In case of dissolution of the church organization, the property shall be assigned to the Forest Lakes District Conference of the Evangelical Free Church of America to enable said conference [the EFCA] to renew the work or use the values thereof for further Gospel enterprises.

BYLAWS OF BLACKHAWK EVANGELICAL FREE CHURCH

ARTICLE I – MEMBERSHIP

Section 1 - Qualifications

Any person who confesses faith in the Lord Jesus Christ, who has the assurance of salvation, and whose character, conduct and reputation are in accord with his/her confession, who subscribes to the Statement of Faith in the Constitution of this church, who accepts the Constitution and Bylaws of this church, is fully invested in the life of the church including regular worship, prayer, the exercise of spiritual gifts, financial support, and, as other commitments permit, service, volunteering in ministries, and participation in groups, and who is at least eighteen (18) years of age, may apply to become a member of this church (hereafter called member).

Section 2 - Admission

Admission to membership in this church shall proceed as follows:

1. Application for church membership shall be submitted to church staff. Applicants shall be given a copy of the Constitution and these Bylaws of the church. Membership will be granted when a qualified applicant has completed preparation for membership. A description of the membership application process will be available from the church.
2. Each new member shall be publicly welcomed into membership at the church.

Section 3 - Absence

The church shall periodically identify and contact members who have not participated in the life of the church for more than one year to determine if membership is still desired. Any member indicating that membership is no longer desired, or does not respond after at least two contact attempts, shall be removed from membership.

Section 4 - Withdrawal

Any member who wishes to withdraw from membership shall so inform the church.

Section 5 - Discipline

Any person who becomes a member of the church is voluntarily agreeing to submit to the discipline procedures outlined in Appendix B.

ARTICLE II - LEADERSHIP

Section 1 – Church Polity

- A. Blackhawk has a congregational form of government. Reserved to the members are:
 1. Calling of the Senior Pastor.
 2. Election or removal of an Elder.
 3. Borrowing of money by the church.
 4. Amendment of the budget or the expenditure of funds in excess of 5% of the budget.
 5. Amendment of these Bylaws.
- B. The Elder Board is responsible to create and regularly review and revise as appropriate an Ends Statement that describes the desired results that God is leading Blackhawk to pursue, and a list of Executive Limitations that informs Management of impermissible ways of attaining the desired Ends. Management reports annually to the Board regarding compliance with the Executive Limitations. If Management in good faith undertakes to fulfill the Ends using means not prohibited by the Executive Limitations but that the Board concludes should

REVISED

Any person who confesses faith in the Lord Jesus Christ, who has the assurance of salvation, and whose character, conduct and reputation are in accord with his/her confession, who subscribes to the Statement of Faith in the Constitution of this church, who accepts the Constitution and Bylaws of this church, is *[fully invested in the life of the church including regular worship, prayer, the exercise of spiritual gifts, financial support, and, as other commitments permit, service, volunteering in ministries, and participation in groups,]* ~~willing to support the church in attendance, prayers, material means, and the exercise of spiritual gifts~~ and who is at least eighteen ~~[(18)]~~ years of age, may apply to become a member of this church (hereafter called member).

REVISED

- A. Application for *[church]* membership shall be ~~made~~ *[submitted]* to the ~~pastoral~~ *[church]* staff. Applicants shall be given a copy of the Constitution and these Bylaws of the church. Membership will be granted when a qualified applicant has completed preparation for membership. A description of the membership application process will be available from the church ~~office~~.
- B. Each new member shall be publicly welcomed into membership at ~~a~~ ~~subsequent regular Sunday service of~~ the church.

REVISED

~~Any member, absent~~ *[The church shall periodically identify and contact members who have not participated in the life of the church for]* more than one year, ~~from whom no communication has been received, shall be contacted by the church to determine if membership is still desired. If~~ *[Any member indicating that]* membership is no longer desired, or ~~if efforts to~~ *[does not respond after at least two]* ~~contact the person are unsuccessful, the person may~~ *[attempts, shall]* be ~~dropped~~ *[removed]* from membership.

REVISED

Any member who wishes to withdraw from membership shall so inform the church ~~in~~ ~~writing~~.

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168 be prohibited, then the Board will revise the Executive Limitations to clearly identify the impermissible means.

- 169
- 170 C. Blackhawk does not submit its Constitution or Bylaws to interpretation or enforcement by a court of law.
- 171 Moreover, the Constitution of the United States and the Constitution of the State of Wisconsin prohibit a court
- 172 of law from attempting to interpret or enforce its Constitution or Bylaws. Government courts may not interfere
- 173 with intra-church disputes relating to religious doctrine, discipline, faith, or internal organization. Accordingly,
- 174 each Elder must interpret the Constitution and Bylaws in his or her discretion, in accordance with his or
- 175 her conscience, and mindful of his or her commitment to comply with this Constitution and these Bylaws.
- 176 Moreover, the Elder Board enforces the Constitution and Bylaws by proceeding in accordance with these
- 177 Bylaws to remove officers or other Elders who fail in the Elders' judgment to comply with them.
- 178
- 179 D. If a quorum of the Members or of the Board of Elders cannot readily be assembled because of some
- 180 catastrophic event, emergency powers are provided pursuant to s. 181.0207 and 181.0303.
- 181

182 Section 2 - Elders

183

184 A. The spiritual leadership of the church, under the headship of Christ, shall be provided by the Board of Elders.

185 The Board of Elders function primarily as discerners and guardians of the organization. The Board of Elders

186 evaluate the effectiveness and direction of the church as a whole. The Board of Elders is not responsible for

187 providing oversight of specific projects or ministry areas in their capacity as board members. The Board of

188 Elders shall consist of four to eight lay church members elected by the members of the church. The number

189 shall be determined by need and available qualified men and women. The current Senior Pastor shall also be

190 a permanent member of the Board of Elders.

191

192 B. Elders shall be selected in accordance with the qualifications described in I Timothy 3:1-7 and Titus 1:5-9.

193 Their selection shall follow the process outlined in Appendix A.

194

195 C. The Board of Elders shall be responsible for spiritual oversight, shepherding the people of the church, and

196 organizational governance.

197 1. Spiritual Oversight:

- 198
- 199 a. Ensure that the Body is being fed through insightful and accurate biblical teaching
- 200 b. See that the church remains on a true course biblically, confronting false teaching and
- 201 behavior contradictory to biblical truth and implementing appropriate corrective measures
- 202 c. Establish any policy on biblical positions to be held by the church
- 203 d. Shepherd the flock
- 204 e. Encourage ministry to the poor and distressed
- 205 f. Participate in Step 3 of the Matthew 18 conflict resolution process (Appendix B)

206 2. Organizational Governance:

- 207
- 208 a. Ensure that the life of the church is being well managed with the assistance of other
- 209 competent and godly leaders.
- 210 b. Provide discernment and direction regarding the goals, priorities and vision of the Body
- 211 c. Monitor mission effectiveness and ministry alignment.
- 212

213 D. Elders shall be elected for three-year terms. If more than one-third of the terms expire at the same annual

214 business meeting, one- or two-year terms for the positions to be filled are acceptable, the objective being that

215 the terms of no more than one-third of the Elders expire each year. Elders may serve six consecutive years if

216 so elected, after which they must take a year off before they are again eligible to be elected Elder. However,

217 for the sake of continuity, and to prevent more than one-third of the Elders leaving the Board at the same time,

218 an Elder's term may be extended an additional one-year term, upon approval of the congregation.

219

220 E. An Elder may be removed from office:

- 221
- 222 1. by their own decision,
- 223 2. by a three-quarters majority vote of the other Elders, or
- 224 3. by a three-quarters majority vote by members voting at any business meeting of the church (see also
- 225 Appendix B).

REVISED

A. The spiritual leadership of the church, under the headship of Christ, shall be provided by the Board of Elders. *[The Board of Elders function primarily as discerners and guardians of the organization. The Board of Elders evaluate the effectiveness and direction of the church as a whole. The Board of Elders is not responsible for providing oversight of specific projects or ministry areas in their capacity as board members.]* The Board of Elders shall consist of four to eight lay church members elected by the members of the church. The number shall be determined by need and available qualified men and women. The *[current]* Senior Pastor shall also be a *[permanent]* member of the Board of Elders.

REVISED

C. The *[Board of]* Elders shall collectively be responsible for spiritual oversight, shepherding the people of the church, and organizational governance.

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a. Ensure that the *body* *[Body]* is being fed through insightful and accurate biblical teaching

REVISED

Elders shall be elected for three-year terms. If more than one-third of the terms expire at the same annual business meeting, one- or two-year terms for the positions to be filled are acceptable, the objective being that the terms of no more than one-third of the Elders expire each year. Elders may serve ~~up to~~ six consecutive years if so elected, after which they must take a year off before they are again eligible to be elected Elder. However, for the sake of continuity, and to prevent more than one-third of the Elders leaving the Board at the same time, an Elder's term may be extended an additional one-year term, upon approval of the congregation.

226 F. Meetings of the Board
227

- 228 1. The Board of Elders may hold regular or special meetings in or out of this state.
229
- 230 2. Meetings may be conducted through the use of any means of conference telephone or similar
231 communications equipment by which all persons participating in the meeting can hear each other.
232 Participation in a meeting by these means constitutes presence in person at the meeting.
233
- 234 3. Meetings of the Board of Elders may be called by the Board Chair or any two Elders.
235

236 G. Action without Meeting
237

- 238 1. The Board of Elders may take corporate action without a meeting if at least the number of Elders
239 required for passage of the action but not less than a majority of the entire Board of Elders takes the
240 action.
241
- 242 2. This action must be evidenced by one or more written consents describing the action taken, signed
243 by the Elders taking the action, and delivered to the Secretary for inclusion in the minutes for filing
244 with the corporate records.
245
- 246 3. A consent signed under this section has the effect of a meeting vote and may be described as such in
247 any document.
248
- 249 4. Such written consents may be delivered by electronic transmission, and the electronic transmission
250 will qualify as the original.
251

252 H. Notice of Meeting
253

- 254 1. Regular meetings of the Board of Elders may be held without notice of the date, time, place, or
255 purpose of the meeting.
256
- 257 2. Special meetings of the Board of Elders must be preceded by at least two days' notice of the date,
258 time, and place of the meeting. The notice need not describe the purpose of the special meeting,
259 unless otherwise required under Chapter 181, Articles of Incorporation, or these Bylaws.
260

261 I. Waiver of Notice
262

- 263 1. An Elder may waive any notice required to be given, before or after the date and time stated in the
264 notice, in writing, signed by the Elder entitled to the notice, and delivered to the Secretary for inclusion
265 in the minutes for filing with the corporate records.
266
- 267 2. Alternatively, an Elder's attendance at or participation in a meeting waives any required notice to
268 the Elder of the meeting unless the Elder at the beginning of the meeting (or promptly upon arrival)
269 objects to holding the meeting or transacting business at the meeting and does not thereafter vote for
270 or assent to action taken at the meeting.
271

272 J. Quorum and Voting
273

- 274 1. Two-thirds of the number of Elders then in office constitutes a quorum for the transaction of business.
275
- 276 2. If a quorum is present when a vote is taken, the affirmative vote of a two-thirds majority of Elders
277 present is the act of the Board of Elders, unless Chapter 181, the Articles of Incorporation, or these
278 Bylaws require or allow the vote of a greater or lesser proportion of Elders.
279
- 280 3. An Elder who is present at a meeting of the Board of Elders or a committee of the Board of Elders
281 when corporate action is taken is deemed to have assented to the action taken unless: (1) the Elder
282 objects at the beginning of the meeting (or promptly upon arrival) to holding it or transacting business
283 at the meeting; (2) the Elder's dissent or abstention from the action taken is entered in the minutes

284 of the meeting; or (3) the Elder delivers written notice of his dissent or abstention to the presiding
285 officer of the meeting before its adjournment or to the Secretary immediately after adjournment of the
286 meeting.
287

288 Section 3 - Church Chairperson

289 The Church Chairperson shall be an Elder, shall be elected by the members in accordance with Appendix A. He or
290 she shall preside at all business meetings, and shall have such additional responsibilities as designated by the Board
291 of Elders. If the Church Chairperson is not available to preside at a business meeting, the Elders shall appoint another
292 Elder to serve as chairperson of the meeting. The Church Chairperson shall serve as Chairperson of the Elders.
293
294

295 Section 4 – Senior Pastor

296 A. The Senior Pastor shall give unreserved acceptance of and agreement with the doctrinal statement of the
297 Evangelical Free Church of America (see Constitution).
298

299 B. The Senior Pastor shall be called for an indeterminate period by at least three-quarters majority vote of the
300 members voting at a business meeting of the church. All other staff will be engaged by the Senior Pastor, in
301 consultation with Elders and other senior staff as appropriate. All paid staff shall be committed to the values
302 of Blackhawk Church and the EFCA Statement of Faith.
303
304

305 C. Duties

- 306 1. The Senior Pastor shall be primarily responsible for:
 - 307 a. preaching the Word of God and administering the ordinances of the church;
 - 308 b. overseeing all staff;
 - 309 c. communicating and executing the vision of the church.

310
311 The Senior Pastor shall be a member of the Board of Elders. The Senior Pastor shall be accountable
312 to the Board of Elders to accomplish the church's mission within guidelines established by the Board.
313

314 2. Pastoral and Other Paid Staff

315 The responsibilities and duties of pastoral and other paid staff shall be approved by the Senior Pastor.
316 Any staff member may be removed by:

- 317 a. his/her decision, or
- 318 b. the Senior Pastor, operating in accordance with established policies and procedures.

319 D. The Senior Pastor may be removed from office by:

- 320 1. his own decision, or
- 321 2. three-quarters majority vote of the Board of Elders.

322 The Senior Pastor, though a member of the Board of Elders, may not vote regarding his own removal from
323 office.
324
325

326 Section 5 – Trustees and Officers

327 A. Trustees

328 1. The Trustees of the church shall be the Elders. This section shall constitute sufficient authority for
329 their designation as such.
330

331 2. The Trustees shall appoint a Secretary (s. 181.0103 (22)) who need not be an Elder who shall ensure
332 that accurate records are kept of actions taken at all business meetings of the church and available
333 upon request. The Secretary shall ensure that all records of the church are preserved in a safe
334 place, and accurate rolls of the Elders, officers, and membership of the church (showing date of each
335 approval, election, and removal) shall be maintained.
336

337 B. Officers

338 1. The officers of the church shall be the Church Chairperson, the Secretary, and such other officers as
339 the Board may, from time to time, determine.
340

341 2. The duties of the Church Chairperson are described in Article 2, Section 2 of these Bylaws.

REVISED

...All paid staff shall be in agreement with the doctrinal statement of the Evangelical Free Church of America [committed to the values of Blackhawk Church and the EFCA Statement of Faith].

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b. overseeing and supervising all staff;

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2. Associate Pastors [Pastoral] and Other Paid Staff
The responsibilities and duties of Associate Pastors [pastoral] and other paid staff shall be determined [approved] by the Senior Pastor. They are directly accountable to the Senior Pastor unless otherwise specified by the Board of Elders. Any staff member may be removed by 1) his/her decision, or 2) the Senior Pastor, operating in accordance with established policies and procedures.

REVISED

2. The Trustees shall [appoint a Secretary (s. 181.0103 (22)) who need not be an Elder who shall] ensure that accurate records are kept of actions taken at all business meetings of the church and available upon request. ~~All~~ [The Secretary shall ensure that all] records of the church shall be [are] preserved in a safe place, and accurate rolls of the Elders, officers, and membership of the church (showing date of each approval, election, and removal) shall be maintained.

REVISED

1. The officers of the church shall be the Church Chairperson [, the Secretary,] and such other officers as the Board may, from time to time, determine.

- 342 C. Officers and Trustees shall perform the duties prescribed by these Bylaws or by the laws of the State of
343 Wisconsin governing nonstock corporations.
344

345 ARTICLE III - MEETINGS

346 Section 1 - Business Meetings

- 349 A. The annual business meeting of the church shall be held prior to the close of the current fiscal year. At this
350 meeting, new Elders may be elected, the next fiscal year budget approved, and other necessary business
351 transacted and information communicated. The date and time of the meeting shall be determined by the
352 Elders.
- 353
- 354 B. Other business meetings may be called by the Senior Pastor, the Church Chairperson, or by three-quarters
355 majority vote of the members voting at one of the regularly scheduled business meetings.
356

357 Section 2 - Notice

- 359 A. Blackhawk shall provide Notice (s. 181.0141 and .0705) of the time of the annual business meeting (s.
360 181.0701) at least two weeks prior to the date of the meeting. In addition to the above notification, Blackhawk
361 shall Deliver (s. 181.0103(7)) Notice of special business meetings (s. 181.0702), in addition to the above
362 notification, to all members at least ten (10) days prior to the date of the meeting.
363
- 364 B. The following actions may be taken or approved at any business meeting of the church if and only if the notice
365 of the meeting includes a statement regarding the nature of the proposed action:
366
- 367 1. Calling of the Senior Pastor.
 - 368 2. Election or removal of an Elder.
 - 369 3. Borrowing of additional money by the church, not to include normal operations of refinancing existing
370 debt, establishing and renewing lines of credit and establishing and renewing credit cards.
 - 371 4. Amendment of the budget or the expenditure of funds in excess of 5% of the current approved annual
372 budget excluding the expenditure of reserves from previously approved annual budgets.
 5. Amendment of these Bylaws.

REVISED

- A. The annual business meeting of the church shall be held ~~during the month~~
~~of May~~ each [prior to the close of the current fiscal] year. At this meeting, new Elders may be elected, the [next fiscal year] budget for the next fiscal year approved, and other necessary business transacted and information communicated. The ~~day~~ [date] and time of the meeting shall be determined by the Elders.

REVISED

- A. [Blackhawk shall provide] Notice [(s. 181.0141 and .0705)] of the time of the ~~May~~ [annual] business meeting [(s. 181.0701) at least] two ~~Sundays~~ [weeks] prior to the date of the meeting. ~~Special~~ [In addition to the above notification, Blackhawk shall Deliver (s. 181.0103(7)) Notice of special] business meetings [(s. 181.0702)], in addition to the above notification, ~~shall be announced by written notice mailed~~ to all members at least ten [(10)] days prior to the date of the meeting.
- B. The following actions may be taken or approved at any business meeting of the church if and only if the notice of the meeting includes a statement regarding the nature of the proposed action:
1. ~~The~~ Calling of the Senior Pastor.
 2. Election or removal of an Elder.
 3. Borrowing of [additional] money by the church [not to include normal operations of refinancing existing debt, establishing and renewing lines of credit and establishing and renewing credit cards].
 4. Amendment of the budget or the expenditure of funds in excess of 5% of the [current approved annual] budget [excluding the expenditure of reserves from previously approved annual budgets].
 5. Amendment of these Bylaws.

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Section 3 - Quorum and Voting

- A. Ten (10) percent of the votes entitled to be cast on a matter must be represented at a meeting of members to constitute a quorum on that matter. (s. 181.0722)
- B. All members present in person or online have the right to vote (s. 181.0724) at any business meeting. Throughout this document, “three-quarters majority vote” means a vote equal to or greater than three-quarters of all votes cast (excluding abstentions).
- C. The following actions shall require a vote of the members present in person or online:
 1. Calling of the Senior Pastor,
 2. Election of an Elder,
 3. Borrowing of money by the church,
 4. Approval of the annual budget, amendment of the budget or the expenditure of funds in excess of 5% of the current approved annual budget, and
 5. Amendment of these Bylaws.

ARTICLE IV - FINANCE

Section 1 - Annual Budget

At the annual business meeting, the members shall adopt the next fiscal year budget, and this section shall constitute sufficient notice of that action. Approval of the budget shall constitute authority for the expenditure of the total amount of the approved budget.

Section 2 – Financial Accountability

The Board shall establish an Audit Committee that will be responsible to the Board of Elders as set forth in the Audit Committee Charter. Members of this Committee will be selected by the Board of Elders based on experience and expertise, and will be independent of and unrelated to an Elder or paid staff member.

Section 3 - Purchase or Disposition of Property

The Trustees shall have authority to purchase real and personal property for the church and to sell, mortgage, lease or otherwise convey or dispose of any real or personal property of the church. Any contemporaneous transactions involving property with an aggregate fair market value in excess of 5% of the current approved annual budget will require prior approval by three-quarters majority vote of the members voting at a business meeting.

ARTICLE V - AMENDMENTS

These Bylaws may be amended by a three-quarters majority vote of the members voting at any regular or special business meeting of the church, provided that notice has been given as required in these Bylaws.

Adopted November 1998
Amended May 2003
Amended October 2018
Amended DATE

REVISED

- A. ~~Twenty percent (20%) of the members shall constitute a quorum for the transaction of business at any duly called business meeting. [Ten (10) percent of the votes entitled to be cast on a matter must be represented at a meeting of members to constitute a quorum on that matter. (s. 181.0722)]~~
- B. All members present [*in person or online*] have the right to vote [(s. 181.0724)] at any business meeting. Throughout this document, “three-quarters majority vote” means a vote equal to or greater than three-quarters of all votes cast [*(excluding abstentions)*].
- C. The following actions shall require a vote of the members present [*in person or online*]: 1) ~~the~~ Calling of the Senior Pastor, 2) ~~the~~ Election of an Elder, 3) Borrowing of money by the church, 4) Approval of the annual budget, amendment of the budget or the expenditure of funds in excess of 5% of the [*current approved annual*] budget, and 5) Amendment of these Bylaws.

REVISED

At the [*annual*] business meeting prior to the beginning of the next fiscal year, the members shall adopt ~~a~~ [*the next fiscal year*] budget for the next fiscal year [*budget*], and this section shall constitute sufficient notice of that action. Approval of the budget shall constitute authority for the expenditure of funds ~~in the amounts and for the purposes stated in the~~ [*the total amount of the approved*] budget.

REVISED

The Board shall establish an Audit Committee that will be responsible to the Board of Elders ~~for monitoring financial management reporting and internal controls~~ [*as set forth in the Audit Committee Charter*]. Members of this ~~committee~~ [*Committee*] will be selected ~~annually~~ by the Board of Elders based on experience and expertise, and will be independent of and unrelated to an Elder or paid staff member. ~~The Audit Committee will be responsible for examination and evaluation of financial procedures and records. At least once every three years, this examination shall be performed by a certified public accounting firm selected by and reporting to the Audit Committee. The scope of the examination will be determined by the Audit Committee, and at a minimum include an evaluation of the church's internal financial controls.~~

REVISED

The Trustees shall have authority to purchase real and personal property for the church and to sell, mortgage, lease or otherwise convey or dispose of any real or personal property of the church. Any ~~such~~ transaction [*contemporaneous transactions*] involving property with an aggregate fair market value in excess of 5% of the [*current approved*] annual budget will require prior approval by three-quarters majority vote of the members voting at a business meeting.

Appendix A - Elder Selection

Process for Elder Selection

Elders shall be selected in accordance with the qualifications described in 1 Timothy 3:1-7 and Titus 1:5-9. At least four months prior to the annual business meeting, current Elders shall determine the number of positions, if any, to be filled that year on the Elder Board. To fill those positions, the Elders will choose from candidates who have completed the process of nomination and acceptance described below.

1. Each year, identification of potential Elders will take place within two groups: the staff and Elders, and the members of Blackhawk Church.

- a. The staff and current Elders will identify candidates for Elder Training with whom they have had contact in other ministries.

- b. With biblical qualifications in mind, members of the church will be given 30 days to prayerfully submit to the Elders the names of members to consider for Elder Training. Those submitting a name should receive permission from the proposed candidate before the name is submitted to the Elders. Any candidate may withdraw their name or participation at any time.

2. Upon completion of the identification process, the Elders will approve which candidates will be asked to take the next step in the Elder Training process.

3. Following completion of the Elder Training process, candidates for service as Elder will be interviewed by the Elder Candidate Evaluation Committee. The committee will consist of three lay members and two members of the Elder Board. The lay members shall be recommended by the staff and approved by the Elder Board. The committee will interview candidates to further determine their qualifications for service.

4. Upon completion of the interviews and unanimous recommendation from the Elder Candidate Evaluation Committee and the Elder Board, a candidate's name will be presented to the members of Blackhawk Church, along with any present Elders being elected to a second term and the candidate for Church Chairperson. Their names will be presented to the church at least 30 days before the business meeting. If for any reason a church member feels that any of the candidates does not meet the biblical qualifications listed in 1 Timothy 3:1-7 or Titus 1:5-9, that member should bring his concern to the Elder Board. After consultation with the candidate in question, the Elder Board will decide whether to retain the candidate for consideration.

5. The Elder Board will then present the candidate(s) to the members of Blackhawk Church for election during a business meeting. Elders will begin serving their respective terms upon election.

6. All Elders, including those newly elected, will be announced to the congregation.

7. In the event of an unanticipated vacancy or special need, the Elders may fill the position from a previous candidate, or they may reinitiate all or part of the selection process, as they deem necessary, to fill the position.

REVISED

- a. The staff and current Elders will identify candidates *[for Elder Training]* with whom they have had contact in other ministries.

REVISED

2. Upon completion of the identification process, the Elders will approve which candidates will be asked to take the next step in the Elder Training process as laid out in the Blackhawk Church Elder Training document.

REVISED

3. Following completion of the Elder Training process, candidates for service as ~~elder~~ *[Elder]* will be interviewed by the Elder Candidate Evaluation Committee ~~(formerly the Nominating Committee)~~. The committee will consist of ~~3~~ *[three]* lay members and two members of the Elder Board. The lay members shall be recommended by the staff and approved by the Elder Board. The committee will ~~ask questions regarding spiritual growth, personal experiences, family life, past experiences in ministry, agreement with Blackhawk Mission, Vision and Values statements and present church philosophy~~ *[interview candidates to further determine their qualifications for service]*.

REVISED

6. All Elders, including those newly elected, will ~~later be presented~~ *[be announced]* to the congregation at a Sunday morning service for the purposes of affirmation and dedication.

REVISED

7. In the event of an unanticipated vacancy or special need, the Elders may ~~refer to previous candidates~~ *[fill the position from a previous candidate]*, or they may ~~re-initiate~~ *[reinitiate]* all or part of the selection process, as they deem necessary, to fill the position.

Appendix A - Elder Selection, cont'd

Biblical Qualifications for Elders

Elder qualifications are summarized in I Timothy 3:1-7 and Titus 1:5-9:

<i>Above reproach</i>	Elders must lead by example and demonstrate a lifestyle free of patterns of sin.	
<i>Husband of one wife</i>	Elders, if married, must be a devoted spouse.	REVISED Elders, if married, must be [a] devoted spouse.
<i>Temperate</i>	Elders must be self-controlled, enslaved to nothing, free from excesses.	
<i>Prudent</i>	Elders must be sober, sensible, wise, balanced in judgment, not given to quick, superficial decisions based on immature thinking.	
<i>Respectable</i>	Elders must demonstrate a well-ordered life and honorable behavior.	
<i>Hospitable</i>	Elders must be unselfish with their personal resources.	
<i>Able to teach</i>	Elders must be able to communicate truth and sound doctrine in a non-argumentative way.	
<i>Not addicted to wine</i>	Elders must be free from addictions and willing to limit their liberty for the sake of others.	
<i>Not pugnacious or quick tempered</i>	Elders must be gentle, patient, and able to exercise self-control in difficult situations.	
<i>Uncontentious</i>	Elders must not be given to quarreling or selfish argumentation.	
<i>Free from the love of money</i>	Elders must be gentle, patient, and able to exercise self-control in difficult things.	
<i>Manage own household</i>	Elders must have a well-ordered household and a healthy family life.	
<i>Not a new convert</i>	Elders must not be new believers. They must have been Christ followers for long enough to demonstrate the reality of their conversion and depth of their spirituality.	REVISED Elders must not be new believers. They must have been Christians [Christ followers] for long enough to demonstrate the reality of their conversion and depth of their spirituality.
<i>Good reputation with outsiders</i>	Elders must be well-respected by unbelievers and free from hypocrisy.	
<i>Not self-willed</i>	Elders must be servants, not forcing opinions on others or abusing authority.	
<i>Loving what is good</i>	Elders must desire the will of God in every decision.	
<i>Just</i>	Elders must desire to be fair and impartial. Their judgments must be based on scriptural principle.	
<i>Devout</i>	Elders must be devoted Christ followers seeking to be conformed to His image. They must be committed to prayer, worship, the study of Scripture, and to guarding their own walk.	
<i>Holding fast the Word</i>	Elders must be stable in the faith, obedient to the Word of God, continually seeking to be controlled by the Holy Spirit.	

Appendix B - Discipline

If any member (including an Elder; see I Timothy 5:19,20) shall consistently conduct himself/herself in a manner which is in direct violation of clear biblical commands and is unrepentant at the end of the following steps of discipline, that member may be removed from the membership rolls. The purpose of the discipline procedure is the restoration of the erring member to a spiritually healthy condition and full participating membership in the church.

The Steps of Discipline (Following Matthew 18:15-17):

Note: In progressing through these stages of church discipline, ample time for repentance must be allowed at each step.

1. *Private confrontation.* The erring member should be directly approached in private by one concerned and informed person and confronted with his/her sin. If repentance does not follow this step, then the second step should be followed.
2. *Private conference.* If the erring member is unrepentant, then he/she should be confronted about his/her sin by two or three believers. If repentance does not follow this step, then the third step should be followed.
3. *Public meeting.* After step two, the Elders of the church should be made aware of the situation and should ensure that the biblical ideals of discipline, love and concern have been communicated to the erring member. If the Elders determine that the erring member is unrepentant after being given ample warning and time, then the Elders shall present the matter at a public meeting of the church members (members only should be in attendance since discipline is a family matter). If the erring member refuses to listen to the church, then step four should be followed.
4. *Public exclusion.* After the Elders and congregation of members have made consistent efforts to bring the erring member to repentance without results, they may then disassociate the erring member from church fellowship. The erring member will thus lose his/her membership in the church and will be asked to stay away from any church activity.

REVISED

If any member (including an Elder; see I Timothy 5:19,20) shall consistently conduct himself/herself in a manner which is in direct violation of clear ~~Biblical~~ [biblical] commands, and is unrepentant at the end of the following steps of discipline, that member may be removed from the membership rolls. The purpose of the discipline procedure is the restoration of the erring member to a spiritually healthy condition and full participating membership in the church.