

EVELYN ISHMAEL 6709 W. 159TH AVE
LOWELL, 46356

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CONSTITUTION and BY-LAWS
CEDAR LAKE CHURCH OF CHRIST
Cedar Lake, Indiana

ARTICLE I. Name and Purpose

Section 1. Name

The name of this organization shall be the Cedar Lake Church of Christ, Incorporated of Cedar Lake, Indiana.

Section 2. Purpose

The purpose of this Church shall be as revealed in the New Testament, to win people to faith in Jesus Christ that they may accept Him as their personal Saviour and Redeemer, and commit them actively to the Church; to help them grow in the grace and knowledge of Christ and increasingly they may know and do his will. Its members shall be known as Christians only; and the Church shall be congregational in form of government and have no creed or articles of faith other than those contained in the New Testament.

ARTICLE II. Membership

Section 1. Membership

The membership of the Church shall consist of those penitent baptized believers who are identified now as members of the congregation and those who shall unite with it by confession of faith and baptism or by transfer of membership from another church or receipt of their church letter providing they have fulfilled the requirements as above, or by personal statement that they have fulfilled said requirements in the event their church letter is not available. (Baptism shall mean immersion in water.)

Section 2. Authority

The investment of power is congregational and the action of the congregation is final. Active members, 16 years of age or over, are eligible to cast one vote on matters before the congregation for action, when present. An active member is one who has continued steadfast in assembly with this church and breaking of bread.

ARTICLE III. Officers

Section 1. Officers

The following Officers shall be elected by the Church congregation at its annual business meeting for the term of one year. (Ballots to contain Yes and No blanks for voting on all officers.)

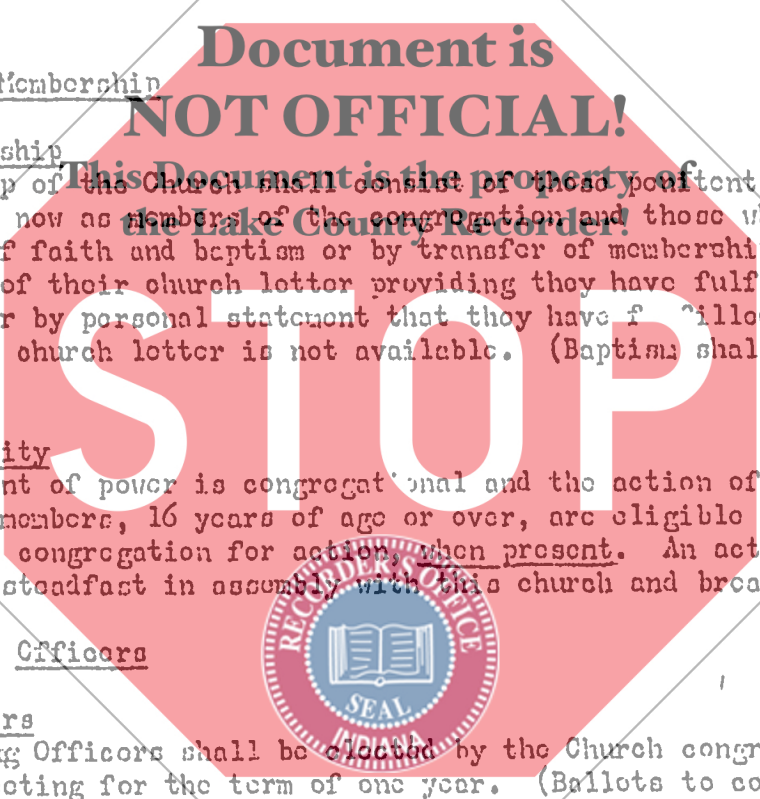
- Elders
- Deacons
- Treasurer (for General & Building Fund)
- Directors of L.R.C.A. (2)
- Directors of C.D.E.A. (2)
- Bible School Superintendent
- Trustees (3) Church Clerk
- Bible School Secretary
- Song Leader
- Primary Bible School Superintendent

Trustees to be elected for term of 3 years, one being replaced each year. In case of vacancy, the required number to be elected to obtain this minimum. These officers not to be part of the general board. (1) Bible School secretary. (2) Song leader. (3) Primary Sunday School Supt.

Section 2. Duties

A. The Elders shall promote the growth and welfare of the Church; give spiritual oversight to the members with respect to regular attendance at the Lord's Supper, visitation of the sick and morally delinquent and the spiritually indifferent; serve at the Lord's Table; and perform such other duties as the New Testament directs.

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3. The Deacons shall cooperate with the Elders in promoting the growth and welfare of the church, be responsible for greeting and ushering the worshippers, distributing the Lord's Supper, receiving the offerings, ministering to the needy of the Church, and such other duties as they may be assigned.

C. The trustees shall act as the legal agents of the Church in all business matters under the direction of the general board and subject to approval of the Church; hold legal title to all Church property and handle all business transactions relating thereto; be responsible for the care and maintenance of church property including insurance coverage; have supervision over all endowment and trust funds, and perform such duties as are required by the laws of the State of Indiana. Senior Trustee to act as chairman.

Section 3. Election of Officers

A nominating committee composed of three, one of whom shall be the member of the board of Elders, shall be appointed by the Chairman, approved by the General Board and announced to the congregation at least (8) weeks prior to the annual business meeting, to nominate candidates for officers for the Church.

All suggestions from the congregation for nominees shall be in the hands of the committee at least (10) days prior to the annual business meeting. The committee shall report its nominations to the congregation at the annual business meeting. All nominees who receive a majority of the votes, cast by those present and voting shall be declared elected.

Vacancies in any office of this church shall be filled, for the unexpired term, by nomination of the General Board and elected by the congregation.

Section 4. The General Board

A. The General Board shall consist of the duly elected officers of the church.

B. Not less than one week after the election of the officers the Chairman of the general board shall call a special meeting of the officers elect for the purpose of effecting a permanent organization, as follows: All elders elected shall meet and organize the Board of Elders, which shall be a Chairman and a Secretary. The Deacons elect shall meet and elect a Chairman and a Secretary. After the sub-organization have been effected, all officers elect shall meet in general session to organize the General Board, which shall be composed of the following: Chairman, Secretary, Financial Secretary, Elected Church Treasurer. These officers shall be billed from among the elected members of the General Board.

C. The Chairman shall fulfill the usual duties of such an office, call and preside at all regular or special business meetings of the congregation, and serve as Chairman of the General Board. In his absence or failure to provide, then the (Senior) Trustee shall preside. The same procedure shall ensue in the Elders and Deacons Boards respectfully. The respective treasurer shall receive and disburse all funds of the Church according to the authority designated to them by the General Board and shall make a monthly report of the same to the General Board. The General Board shall be responsible for the selection of other treasurers, clerks, or secretaries as needed. The Bible School Superintendent shall have jurisdiction over the Bible School and shall be responsible to the Board of Religious Education. (This Board, unless otherwise specified, shall consist of the elected Elders.)

D. It shall be the duty of the General Board:

1. To consider and recommend to the Congregation general policies.
2. To transact business.
3. To administer the program of the Church.
4. To appoint, through its chairman, committees to carry out the Church program. Such committees to include Finance, Baptism, House, Music committees to serve for one year.

E. The General Board shall perform its duties according to the authority granted in the constitution or designated to it by the Church congregation.

ARTICLE IV. Minister

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Section 1. Duties

The minister shall perform all the duties which usually pertain to that office. As spiritual administrator of the Church he shall be ex-officio member of all organized groups, auxiliaries and committees, and shall abstain from making motions and voting.

Section 2. Selection.

A. The elders Board shall constitute the Pulpit Committee and as such shall be responsible for recommending a prospective minister to the General Board. It will be their duty to supply the pulpit in the absence of the minister.

B. The general board shall consider the recommendation the Pulpit committee and if approved, recommend the prospective minister to the congregation. It shall be the policy of the Church to consider only one prospective minister at a time.

C. A prospective minister must carry 75% of votes cast to be accepted as minister of this church, voting in a regular or special business meeting of the congregation before a call may be extended.

D. The term of his ministry shall be for one year and a vote of confidence on his term to be the first Sunday of May, and may be terminated by either party upon the giving of a written notice of not less than 30 days nor more than 90 days. A minister must carry 60% of votes cast to continue as minister of this church. A written statement setting forth the salary to be paid and other conditions of the call, shall be made in duplicate, one copy for the minister and one copy for the church.

ARTICLE V. Amendments.

Section 1.

This Constitution may be amended at any business meeting of the Church, by a two-thirds vote of the members present and voting on the proposed amendment, proposed amendment, providing written notice of the proposed changes or additions has been read to the members of the Congregation at the successive regular Sunday services prior to the voting, or written notice has given the membership at least two weeks before the vote is taken.

- I. The Church year shall begin on the first Sunday in January of each year.
- II. The annual business meeting of the Church shall be held during the first fifteen days of December of each successive year.
- III. The General Board shall hold its regular meetings on the first Friday of each month. All other boards shall set their own meeting times.
- IV. All business meetings of the Church, and the General Board shall be governed by Robert's Rules of Order.
- V. The General Board shall hold special meetings as required on call of the Chairman or upon request of five (5) or more members, and the number present shall constitute a quorum. The same applies to the Elders and Deacons except the petition need be by three (3) members only.
- VI. The Church shall hold special meetings as are required; such meetings to be called by the General Board chairman or by written petition of Twenty (20) or more members of the Congregation.
- VII. Notice of all the special or regular business meetings of the congregation shall be given at the Sunday services of the Church at least one week in advance of the proposed meeting, quarterly Congregational meeting to be held the first Friday of January, April, July and October.

BY - LAWS

- VII. A quorum of the General Board shall be one-half of its duly constituted members, and the same shall prevail in the Elders and Deacons, except that when quorum is not present and there is sufficient cause for a meeting, then The Chairman of such board shall call a special meeting, giving due and proper notice, and minimum of five (5) members present shall constitute a quorum.
- IX. Repeated absence from any Board meetings, without just cause, shall reduce the total number of members when determining and counting for a quorum.
- X. These by-laws may be changed or added to by a majority vote of the members of the General Board present and voting in regular or special meeting, provided that the proposed changes or conditions have been submitted in writing to the membership, at least two weeks in advance, prior to the voting.

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Revision Approved July 3, 1959

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XI. DISSOLUTION CLAUSE

In the event the Church closes and the property is sold, all debts are to be paid and the balance of monies to be distributed to needy Churches and Missions within the confines of Lake County, Indiana.

Revision Approved April 9, 1990

TRUSTEES:

Howard Black
Howard Black

Margaret Valois
Margaret Valois

Evelyn Ishmael
Evelyn Ishmael

