

**Constitution of  
Legacy Christian Church  
(Disciples of Christ)  
Harrison, Ohio**

**PREAMBLE**

We, the members of the LEGACY CHRISTIAN CHURCH (Disciples of Christ), a membership governed body, and incorporated under the laws of the State of Ohio, in order to promote the work of the church in the spirit of Christ and thus advance His Kingdom, declare ourselves to be a church. May GOD bless our efforts with the guidance of His Spirit.

**ARTICLE I  
NAME**

The name of the congregation shall be the LEGACY CHRISTIAN CHURCH (Disciples of Christ), located in Harrison, Ohio.

**ARTICLE II  
PURPOSE**

The purpose of the LEGACY CHRISTIAN CHURCH (Disciples of Christ) is to connect with people who don't know Christ, introduce them to Christ and then help them to grow to spiritual maturity so they may be fully functioning followers of Christ. We are called to help meet the physical, spiritual and emotional needs of our members and others in our community.

**ARTICLE III  
DENOMINATIONAL AFFILIATION**

We are affiliated with the Church Denomination known as the Christian Church (Disciples of Christ). {Throughout the remainder of this constitution and bylaws the words church and congregation shall be used interchangeably to denote membership in Legacy Christian Church (Disciples of Christ) in Harrison, Ohio.}

**ARTICLE IV  
ORDINANCES**

- A. Baptism  
Immersion is the mode of baptism to be used unless prohibited by a special need.
- B. Communion  
It shall be the custom to observe the Lord's Supper at worship. We welcome all believers who trust in Christ to partake with us, neither inviting nor debarring anyone, presuming to judge no one.
- C. Ordination  
The congregation shall maintain its historic privilege to ordain Elders. It shall also maintain the privilege of ordaining members of the clergy.

**ARTICLE V  
AMENDMENTS TO THE CONSTITUTION**

- A. Anyone, General Board member or church member, may present an amendment in writing to the General Board at any regular meeting (never at a called meeting) at which time the amendment shall be read and explained. It shall then be tabled until the next regular General Board meeting when a vote will be taken. To be accepted the amendment must be approved by a two-thirds vote of those Board Members present.
- B. If an amendment is accepted by the General Board, it shall then be presented to the congregation at a congregational meeting called for that purpose.
- C. If a two-thirds majority of those members of the congregation present and voting do so favorably, the amendment shall become a part of this constitution.

**ARTICLE VI  
PASSING OF ASSETS UPON DISSOLUTION**

If the time should come that this church would cease to exist as a church body, all of LEGACY CHRISTIAN CHURCH assets would pass to a new church plant emanating from this church. If no church were planted, LEGACY CHRISTIAN CHURCH assets would pass to the Ohio Region of the Christian Church (Disciples of Christ) to be used in the planting of a new church in the Region of Ohio.

**ARTICLE VII  
SUSPENSION OF THE CONSTITUTION AND BYLAWS**

- A. The constitution and/or the bylaws can be suspended for up to one year by a 2/3 vote of the Board.

**ARTICLE VIII  
PASSAGE**

- A. This constitution shall become effective if and when it is accepted by a two-thirds vote of the members of the congregation present and voting at a meeting of the church congregation called for that purpose.

Adopted by the congregation at a Congregational Meeting on June 29, 2008.

# Legacy Christian Church Harrison, Ohio Bylaws

## 1. MISSION STATEMENT

This church exists to glorify God and help fulfill His Great Commission. We are called to connect with people who don't know God and help them to come to know the reality of God in their lives. We exist to help meet the needs of those in need.

## II. CHURCH YEAR

The church year shall begin on January 1. Newly elected officers shall assume their official duties on this date.

## III. MEMBERSHIP

The membership of this church shall consist of those who are now members and those who unite with it by confession of faith in Jesus Christ as Lord and Savior, giving expression to their faith through baptism by immersion, and those who unite by transfer of church membership, thereby making a reaffirmation of their faith and commitment to Christ. Voting privileges shall be accorded to all members active in the life of the church and age 14 and older.

## IV. RIGHTS, PRIVILEGES AND RESPONSIBILITIES OF THE MEMBERSHIP

The membership shall manage its affairs under the lordship of Jesus Christ; control its property; organize and carry out its mission and witness; establish its budget and financial policies; call its minister; vote on matters of significant financial impact as determined by the Board; and participate, through voting and representative, in Regional and General Assemblies of the Christian Church (Disciples of Christ) in forming the corporate judgments of the Christian Church (Disciples of Christ).

The membership shall sustain its minister(s) in faithfulness and honor, and in matters pertaining to relationships with the minister(s) seek counsel from the General Minister and President of the Ohio Region of the Christian Church (Disciples of Christ).

## V. GENERAL BOARD

### A. Membership

1. Membership of the General Board shall be composed of the Board Chairperson, Board Vice Chairperson, Board Secretary, Treasurer, Trustees (2), Members at large (2), Chair of Elders, Lead Minister (or his or her designee).
2. Only members of the General Board shall have voting privileges at General Board meetings.

### B. Authority

1. The General Board shall perform its duties according to the authority granted in the constitution or otherwise delegated to it by the membership.
2. In keeping with the traditions of the Christian Church (Disciples of Christ), the ultimate authority of the church shall rest with the membership. The General Board reports to the membership by any and all means available.
3. All business meetings of the General Board shall be governed by Roberts' Rules of Order.
4. Six of the 10 members of the General Board present shall constitute a quorum.
5. In the absence of the Chairperson of the General Board at a meeting, the Vice-Chairperson will preside. If the Vice-Chairperson is not present, the Chairperson of the Elders will preside; otherwise, one presiding officer will be appointed by the Chairperson prior to the meeting.

### C. Responsibilities

1. The General Board shall conduct its affairs in harmony with the constitution and bylaws of the congregation.
2. The General Board shall concern itself with church policies and fiscal responsibilities, taking into full account the responsibility of the congregation to live out the Five Purposes of a healthy church: Worship, Service, Evangelism, Fellowship and Discipleship, practiced by a healthy congregation, and to the needs of the immediate community in which the members of the congregation live.
3. The General Board shall establish other teams as needed for the conduct of its work.
4. The General Board shall receive the proposed annual budget and may approve, amend, or refer it back to the Ministry Teams. The approved budget shall be recommended to the membership at its annual church business meeting.
5. The General Board shall recommend to the membership the calling of the Lead Minister.

## VI. CHURCH CONGREGATIONAL MEETING

An annual church congregational meeting shall be held within the first 15 days of November. The chairperson of the Board shall set this date. Notice of all meetings shall be announced at a regular Sunday morning worship service at least one week in advance of the meeting; or written notice shall be postmarked at least 10 days in advance of the meeting.

## VII. OFFICERS

### A. Election and term of office

1. The membership, at an annual church business meeting, shall elect for a term of one (1) year the following officers: Board Chairperson; Board Vice-Chairperson; Board Secretary; Treasurer; Financial Secretary and Assistant Financial Secretaries (4).

2. The membership, at an annual church business meeting, shall elect for a term of two (2) years one trustee and one member-at-large. The number of trustees and members-at-large shall not exceed two (2) each.
3. If there is only one candidate for each office, voting will be by voice. If there is more than one nominee for any office, voting shall be by secret ballot. All nominees who receive a plurality of votes cast by those present and voting shall be elected. In case of a tie, the current Chairperson of the Board, the Chairperson of the Elders, and the Chairperson of the Nominating Committee shall cast a secret ballot to break the tie.

**B. Qualifications**

Officers must be church members, be active in the congregation's life, and give evidence of seeking to grow in their understanding and practice of the Christian life. Such evidence would include the following:

1. Conducting one's life in the light of the teachings of Jesus Christ.
2. Promoting good will and Christian fellowship in the congregation and community.
3. Regularly attending the worship services and stated meetings.
4. Regularly attending and participating in a Life Group.
5. Demonstrating willingness to fulfill assignments on behalf of the congregation.
6. Demonstrating skills or having potential skills in carrying out the responsibilities of that particular office.

**C. Responsibilities**

1. The Chairperson shall preside at all stated and special called meetings of the congregation and General Board, and perform such other duties as are normally associated with the office of chairperson. The chairperson shall be considered an at-large member of all committees/ministry teams within the church.
2. The Vice-Chairperson shall serve to support the chairperson, preside in his/her absence at meetings of the congregation or General Board, and perform such other duties as are normally associated with the office of vice-chairperson. The vice-chairperson shall be considered an at-large member of all committees/ministry teams within the church.
3. The Church Board Secretary shall keep minutes of all regular and special business meetings of the church and General Board, and shall perform such other duties as may be assigned by the Chairperson of the Board.
4. The Church Treasurer shall receive from the Financial Secretary an account of all monies contributed or otherwise paid to the church for current expense and for Outreach and Missions; shall keep a record of all receipts, expenditures, and transactions and render a detailed statement monthly to the Core Team and to the General Board; shall pay the regular bills, salaries and any other bills; shall send money as called for in the annual church outreach budget; and shall be a member of the General Board and the Stewardship Ministry Team.
5. Trustees shall have such duties as are prescribed and committed to them by the laws of the State of Ohio.
6. The Financial Secretary shall receive and make a record of all contributions to the current fund, special projects fund, and Outreach and Missions, then deposit them to the proper accounts; shall keep an individual account of all contributors; shall distribute statements as directed by the General Board; shall compare his/her weekly contribution count to the pre-count of the Assistant Financial Secretaries and reconcile any differences; shall give the reconciled pre-count log sheet to the Stewardship Ministry Team Leader for filing in the church office financial files; shall serve as a member of the Stewardship Ministry Team; and shall present a report at the regular meetings of the Stewardship Ministry Team and prepare other statements as directed by the General Board. The Financial Secretary shall be responsible to immediately sell any stock contributed to the above funds.
7. The Assistant Financial Secretary (AFS), of which there are a minimum of four, shall have the responsibility of performing a pre-count of each Sunday's offering and all money received in the office during the week before it is turned over to the Financial Secretary for a final count, data entry and bank deposit; two of the four AFS's will be scheduled on a monthly basis; shall conduct the count in a suitable, private location following collection of the last Sunday offering; shall fill out a log sheet that itemizes each donation; shall place the money and log sheet into a locked bag and then put the bag in a secure place in the church office for the Financial Secretary to pick up; and shall place a copy of the log sheet in the mail box of the Stewardship Ministry Team Chair.
8. The Board Member-At-Large is a member of the Church Board and shall be a representative of the congregation at the Board Meetings.

## **VIII. ELDERS**

**A. Election and Term of Office**

1. The congregation, at its annual church business meeting, shall elect one-third of the Elders for a three-year term.
  - a. The number of Elders will be determined by the number of families on the membership roster and actively attending. The number of men and women serving in this capacity shall be determined by the board of elders.

**B. Qualifications for Elders**

1. The minimum qualifications for Elders shall be the same as described for the officers of the congregation.
2. Elders shall lead the congregation spiritually, financially and emotionally in accord with the teaching of our Lord God and Savior, Jesus Christ.

**C. Responsibilities**

1. Elders primarily shall be responsible for the spiritual life and development of the congregation; preside at the Lord's Table; assist and share with the Ministers in the conduct of his or her pastoral and priestly functions; and provide supportive counsel for the Lead Minister regarding the spiritual life and development of the congregation.
2. The Elders will select a Chairperson bi-annually. The person shall be a member of the General Board and Worship ministry team.
3. The Board of Elders shall recommend candidates for the position of Elder to the nominating committee one week prior to the publication of nominees.

## **IX. NOMINATING COMMITTEE**

- A. Membership of the Nominating Committee
  - 1. The Nominating Committee shall be appointed by the Chairperson of the Board. It shall be composed of one member of the General Board and four members from the congregation who are not presently serving on the General Board.
  - 2. Appointment of the Nominating Committee shall be approved by the General Board. This committee shall assume its duties following approval by the General Board.
- B. Responsibilities
  - 1. The Nominating Committee shall nominate all those to be elected by the congregation at its annual church congregational meeting except Elders.
  - 2. The Nominating Committee shall stress duties and responsibilities to all nominees as stated in the constitution and bylaws.
  - 3. Publication of nominees must be made to the congregation by November 1.
  - 4. Nominations to any office may be made by petition, signed by 33% of current and active members of the congregation and presented to the chairperson of the Nominating Committee five days prior to the congregational meeting. These nominees' names shall appear on the ballot.

## **X. FILLING VACANCIES**

Vacancies in any office of the church shall be filled for the unexpired term by nomination of the Chairperson of the Board in consultation with the Lead Minister and election by the General Board.

## **XI. STAFF**

The procedure by which the Lead Minister, Senior Minister, Associate Ministers, Ministry Area Directors and Support Staff are hired and all administrative procedures pertaining to the staff are to be stated in the church's Policy and Procedure Manual.

## **XII. INSURANCE**

- A. Insurance on all church owned facilities, and any equipment and vehicles of the congregation, including personal liability insurance, shall be the responsibility of the General Board.
- B. Bonded insurance shall be secured for the church.

## **XIII. INDEMNIFICATION**

The General Board shall authorize the Church to pay or reimburse any present, former or future Elder, Officer or Trustee of the Church or any member undertaking any duties for the Church any costs or expenses actually and necessarily incurred by him or her in any action, suit, or proceeding to which he or she is made a party by reason of his holding such position or carrying out such duties, if he or she acted in good faith and in a manner he or she reasonably believed to be in, or not opposed to, the best interests of the Church; provided, however, that he or she shall not receive such indemnification if he or she be finally adjudicated therein to be liable or willful misconduct in the performance of his or her duties to the Church. The indemnification herein provided shall also extend to good faith expenditures incurred in anticipation of, or preparation for, threatened or proposed litigation. The General Board may, in proper cases, extend the indemnification to cover the good faith settlement of any such action, suit, or proceeding, whether formally instituted or not.

## **XIV. AMENDMENTS**

These bylaws may be amended by 8 of the 10 members of the General Board, present and voting in a special meeting, provided that the proposed amendment has been submitted in writing to them at least thirty days prior to the vote.

## **XV. NONDISCRIMINATION**

The Legacy Christian Church shall not discriminate any matter regarding membership, elections, employment, or provision of services on the basis of race, color, national origin, ancestry, disability, or sex.

## **XVI. POLICIES AND PROCEDURES**

Policies and procedures shall be developed as needed to support these bylaws. Bylaws, policies, and procedures shall be reviewed at least bi-annually.

## **XVII. PASSAGE**

These Bylaws shall become effective if and when they receive a majority vote of the members of Legacy Christian Church at a special called meeting.