

Cornerstone Church

546 Huber Station Road
Shepherdsville, KY 40165
www.CornerstoneChurchKY.com
Pastor: Jim C. Jarvis, Jr.

By-Laws

November 10, 2011

By-Laws

Cornerstone Church is organized as a Not-for-Profit Limited Liability Corporation (LLC) in the Commonwealth of Kentucky. This church is organized exclusively for charitable, religious, and educational purposes. This includes the making of donations to organizations that qualify as exempt under section 501 (C) (3) of the Internal Revenue Code or corresponding federal code of any future federal tax code.

No part of the net earnings of the organization shall inure to the benefit of or be distributable to its members, board officers/members, or other private persons except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered to Cornerstone Church. No substantial part of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation and the organization shall not participate in or intervene in any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document, the organization shall not carry on any other activities not permitted to be carried on by an organization exempt from federal income tax under section 501 (C) (3) of the Internal Revenue Service Code or corresponding federal code of any future federal tax code or by an organization which contributions are deductible under section 170 (C) (2) of the Internal Revenue Service Code or corresponding federal code of any future federal tax code.

Upon the dissolution of this Not-for-Profit LLC, all assets shall be distributed for one or more exempt purposes within the meaning of section 501 (C)(3) of the Internal Revenue Service Code or corresponding federal code of any future federal tax code and shall be distributed to an Apostolic Pentecostal/Jesus Name Church or Organization. Any such assets that have not been disposed of shall be disposed of by the court of common pleas of the county in which the principal office of the Not-for-Profit LLC, is then located to an Apostolic Pentecostal/Jesus Name Church or Organization as the said court determines.

Addendums and Alterations of By-Laws

These By-Laws and the following articles shall only be changed by a 75% vote of the Church Board with the final approval of the Board President. Addendums/Alterations can be added for up to three Board Members. By-Laws must be reviewed after elections and updated yearly. Archived By-Laws are to be kept for historical purposes.

Articles

Article I (Church Name)

The Church name is hereby adopted as 'Cornerstone Church'.

Article II (Membership Voting)

A voting member of the Church must have Repented, been Baptized by submersion in the name of Jesus, and must have received or be actively seeking the Holy Ghost. They must also be at a minimum 18 years of age or the legal voting age in the county and state where the principal office of the Church is located, whichever is greater. A voting member must be faithful in attendance of no less than four (4) services each month (extenuating circumstance can be made, by the Church Board, for those pursuing authorized ministry activities). They must also be an active supporter of the Church in tithes and offerings. New members shall have no voting rights until they have attended and abided by all of the previous conditions for a minimum of six (6) months. Voting Members are known as the General Church Body.

Article III (Board Governance)

Section I (Church Board Makeup)

The Church Board shall be made up of an odd number of officers/members. This is to assist in keeping tie votes to a minimum. The Church Board shall be made of officers and members. Church Board Officer positions include Board President, Vice President, Treasurer, and Secretary. Church Board Member positions include currently seated members as well as new ministry leaders (i.e. Ladies Ministry President, Youth Leader, Seniors Ministry Leader, etc....) these leaders will be appointed by the Pastoral team with ratification of the Church Board unless the ministry leader is voted in as President of the ministry by a Pastoral/Church Board sanctioned ministry. All ministry groups must have a charter, an elected President, and must be sanctioned by the Pastoral team and the Church Board in order to qualify for a position on the Church Board. All Leaders/Ministry Presidents must adhere to the same membership conditions as described in Article II of the By-Laws. Board positions can only be added as openings are available to ensure an odd number of Church Board members.

Section II

(Church Board Permanent and Elected Positions)

The only permanent Church Board position is that of President and Vice President. The Board President is also the current Pastor of the Church. The Vice President position shall be held by the Senior Pastor or the Assistant Pastor as determined by the Pastoral Team.

All other Board Positions are elected positions unless the seat is a Ministry Leader/President position. These positions will be determined by the specific ministry's charter. Voting will occur at staggered intervals to ensure a smooth transition for new board officers/members. The initial board members as of the enactment of these By-Laws will serve a minimum of 2 years prior to elections being held for any position. Any Board Officer/Member that is elected after these By-Laws are accepted will serve a three (3) year term. No one family is allowed at any time to hold a simple majority on the Board. This includes extended family. Board Officers/Members are asked to give a minimum 30 day notice prior to vacating any position. Emergency elections can be made at any time where a vacancy occurs and there are no elected Ministry Leaders/President awaiting a Church Board seat.

Elections will be held by the Church Board. The Board Officer/Member will not be allowed to vote during the vote for the seat they are holding or seeking. The Pastor will make nominations to the board during the November Board Meeting for approval/vote to be conducted in December Board Meeting to become effective in January of the following year at the Annual Business Meeting. Term limits shall be effective beginning upon the ratification of these By-Laws. All Ministry Leaders/President terms shall be governed by each ministry's charter.

Section III

(Church Board Operations)

The Church Board President or Vice President shall preside at all regularly scheduled Church Board Meetings. Emergency Church Board Meetings can only be called by the Church Board President or by the Vice President with the President's prior knowledge.

The Church Board President/Pastor shall be authorized to sign all legal and official documents, deeds, and mortgages. He may designate the Church Secretary or other Board Officer's to sign certain documents in his stead. The Pastor with the guidance of the Pastoral Team to include the Senior Pastor and Assistant Pastor will appoint all Ministry groups and bring their charters for approval to the Church Board for ratification. Any committee's created during leadership meetings will be approved by the Pastor to include the committee chair person and members. The Pastor reserves the right to sit in on any committee meeting and guide the committee when disagreements arise.

The Church Treasurer shall pay all regular Church expenses and oversee the financial welfare of the Church. The Treasurer shall be required to sign and adhere to the Treasurer Non-Disclosure Agreement and the Counting Committee Procedures. The Treasurer will also be required to create all contribution year end receipts and have them distributed or mailed by February 1st of each year.

The Church Secretary shall keep all official Church records including Board Meeting minutes. These records will be kept in a secured location. The Secretary shall be required to sign and adhere to the Secretary Non-Disclosure Agreement.

All Board Members shall be required to sign a Non-Disclosure Agreement.

The Church Board will be required to meet yearly in November and December for Board Member Elections. Board Members are required to attend the Annual Business Meeting unless there are mitigating circumstances. The Church Board shall with due diligence attempt to have monthly board meetings. All votes will require a simple majority to pass unless otherwise identified in the Church By-Laws.

Article IV (Financial Structure)

Section I Financial Reports

Financial reports will be created monthly and presented at Church Board Meetings. The monthly report will include all incomes and expenses. An Annual Financial Report shall be created in conjunction with the Pastor/Board President for presentation to the General Church Body. The annual report shall give a broad overview of the Church's income, expenses, and giving for the prior year. The annual report shall be presented at the Annual Business Meeting that will be announced 3 services prior to the meeting being held.

Section II Financial Structure

The Church will be maintained by tithes and offerings. Donations shall be used as intended by the giver when possible any deviation will be determined by the Church Board. All fund raising activities will support the Ministry in which it was raised unless that Ministry donates funds to another internal Church Ministry. In order for a ministry to raise funds and maintain control of said funds the ministry must be a recognized Church Ministry and all funds are monitored and audited by the Church Treasurer at least once per year.

Section III Loans

All bank loans shall be obtained through the Not-for-Profit LLC of Cornerstone Church, LLC. No one or more persons shall be allowed to be indebted for or own Church property. All loans must be ratified by the Church Board in accordance with normal voting procedures.

Section IV Spending

The Treasurer shall pay all general expenses on a regular basis. Any unforeseen expenses shall be approved by the Pastor for up to \$500 per month. All amounts over \$500 shall be approved by the Church Board in either a regularly scheduled meeting or by the Pastor contacting each board member and receiving a simple majority vote. Any such votes should be ratified and recorded at the next scheduled Church Board Meeting.

Section V

Giving

The Church shall endeavor to give a tenth of its tithe that is received from regular tithe offerings to other groups such as the Word of God describes in Numbers 18:25-29 to advance the kingdom of Heaven on projects outside the church, such as feeding the needy, providing assistance to struggling families or communities, spreading the Word of God through mission's projects, etc... This giving shall be reported on the Annual Financial Report.

Article V (Pastor)

The Pastor of Cornerstone Church, LLC, is Rev. Jim C. Jarvis, Jr. The Pastor cannot be removed by vote as long as he preaches, teaches, and stands on the Word of God (Bible). If his life is found to be unfit beyond a shadow of a doubt he can then be removed by a 75% vote majority.

In the event that the Pastor should resign, die, or be found unfit. The Church Board shall be responsible to find a replacement. The Church Board will find suitable candidates and present them to the General Church Body for a vote. The vote shall be announced three (3) services prior to the vote and will require a 75% vote of the General Church Body.

It is the Pastor's responsibility to find a suitable replacement to train and mentor and short of the Church Board having a 100% (not counting the current Pastor's vote) majority to rebuttal his decision the current Pastor's decision will be final. This also includes the addition of any ministry positions (i.e. Assistant Pastor, Music Minister, etc...).

The Pastor is responsible for the spiritual aspect of the Church and must comply with all requirements in the Word of God (Bible) for his position.

Article VI (Ministry Groups)

The Pastor with the guidance of the Pastoral Team to include the Senior Pastor and Assistant Pastor (if applicable) will appoint all Ministry groups and bring their charters for approval to the Church Board for ratification. Any committee's created during leadership meetings will be approved by the Pastor to

Pastor Initials

Secretary Initials G.M.

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include the committee chair person and members. The Pastor reserves the right to sit in on any committee meeting at any time and guide the committee when disagreements arise.

All Ministry Groups shall have a charter that describes their election policies to include the position of President and Treasurer. A treasurer is only required if the group intends to conduct fund raisers and managing the money raised during these fund raisers. The only exception to this policy is the Youth Group. Where the President and Treasurer will be the Husband and Wife Youth Group Leaders until a time when the Youth Group acquires a Youth Pastor and then the normal rules to Groups will apply and a treasurer will be required. As with all Ministry Groups the Church Treasurer will monitor and audit all financial accounts and records at least once a year.

All leadership positions and youth group positions will require a Criminal Background investigation in order to protect our youth.

Youth Leader/Pastor positions are encouraged to be a husband and wife team. Youth Leaders are required to be a minimum of 21 years of age and are not allowed to date anyone in the youth group.

Ministry Groups are not required to have term limits on their Officer positions but the Pastor reserves the right to request a vote be held if the leader is deemed unfit based on Biblical standards or if the leader's views directly contradict those of the Church and Church leadership. It is necessary to keep a united team in leadership positions.

Pastor Initials JD

Secretary Initials G.M.

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General Board Officers/Members

I accept and will adhere to the Cornerstone Church By-Laws to the best of my ability.

Officers:

[Signature] Date: 11-17-2011
Jimmie C. Jarvis, Jr. Pastor/Board President

[Signature] Date: 11-17-2011
Michael W. Swartz Sr. Pastor/Board Vice President

[Signature] Date: 11-17-2011
Rose Mary Swartz Treasurer/Board Officer

[Signature] Date: 11-17-2011
Gerri Milliron Secretary/Board Officer

Members:

[Signature] Date: 11-17-11
Tony Rheame Board Member

[Signature] Date: 11-17-11
Denny Hicks Board Member

[Signature] Date: 11-17-11
Angela Jarvis WoP President/Board Member