

# Kingdom Establishment Ministries

*Constitution and By Laws*

*Established 2011*

*Revised July 2015*

*“To Establish God’s Kingdom in Our Hearts & in the Earth.”*

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**Section I**  
***The History of Kingdom Establishment Ministries***

Kingdom Establishment Ministries was founded in the year of 2011. It was formed as an identity upon the merging of two churches coming together as one. Pastor Dan Freeman birthed Living Water Church of Gallia County, Ohio. Pastor Randy Patterson birthed Liberty Ministries also of Gallia County, Ohio. Pastor Dan Freeman with desire to retire from his pastoralship at Living Water Church discussed with Pastor Randy Patterson, a spiritual son in the ministry, the merging of the two churches into one. Pastor Randy after seeking the Lord confirmed it as so. And so the birthing of a new ministry: Kingdom Establishment Ministries.

**Section II**  
***The Purpose Statement of  
Kingdom Establishment Ministries***

*“To Establish God’s Kingdom in Our Hearts and in the Earth.”*

**Section III**  
***The Vision of Kingdom Establishment Ministries***

Kingdom Establishment Ministries’ vision is to simply seek ye first the Kingdom of God and His righteousness. As we do this simple command we know His purposes will be fulfilled in our lives. We desire nothing more than to know the Lord and to help others know Him. We desire to be established in our God, rooted in His love, clinging to his word, being, and Spirit. As we are established may we help establish His Kingdom in the hearts of others throughout the earth today.

At Kingdom Ministries (AKA Kingdom Establishment Ministries) our heart is to always have our first love, Jesus, as our first love. We desire to lay all down that He may be exalted as King and Lord and Love of our lives. Also, at Kingdom Ministries our heart is to have the priority of loving one another second after loving our God. We desire to do this in word, deed, heart, truth, and spirit.

Kingdom Ministries desires to help equip believers to be established in our Lord, His word, His will, His heart, His Spirit, and His Kingdom purposes for our lives individually, corporately as a body of believers, as well as the corporate Body of Christ. We desire to help people come to the fullness of God’s potential in their lives that He may have His Kingdom purpose fulfilled in our lives.

As we are established in His heart, word, will, and purposes may we equip others in the same. May we believe in one another, and love one another. May we compassionately reach out to others, making a difference in their lives through love and relationship, helping to bring the transforming power of God into lives. As we see healings, salvations, and transformed lives, we desire to provide a solid basis in God’s Word, Spirit, and practical living to disciple God’s beautiful people after His likeness.

Kingdom Ministries has vision to teach and train believers, with priority unto a loving relationship with God and man. As these relationships are being established, nurtured, and strengthened we desire to further disciple in character development, spiritual giftings, and empowerment to prosper in this life and God’s purposes for our lives.

Kingdom Ministries has vision to create an environment where people can use their heart, giftings, callings, and passions for the work of the ministry and for birthing new ministries. We do not see this as

an end in and of itself. Our gifts, our callings, our work, our love...is all for the purpose of knowing Him and His kingdom being established in our hearts and in the earth. That He may have the glory, that more may know Him, that He may be exalted, that we may be closer to Him...

Kingdom Ministries sees this vision as a cycle of life. As we grow in our love from and to God, and our love for one another, as we compassionately outreach in love, power, and relationship, growing and training in character, being and making disciples of Christ, may we further equip believers for the work of ministry, releasing followers of God to love Him, love one another, reach out further, make more disciples, and do the work of the ministry and so on unto His glorious coming.

Amen. [Let it be established.]

#### ***Section IV*** ***Our Statement of Beliefs***

The following is a brief outline of the basic doctrinal beliefs of Kingdom Establishment Ministries.

- I. God  
We believe in the one triune God revealed in the Bible; the Father, Jesus Christ, the son; and the Holy Spirit. God is creator, redeemer, and the sovereign ruler of creation. He is the author of truth, love, and faith. [Matt. 28: 19; Luke 3:21-22; Gen. 1; Isaiah 63:16; I John 4:16; Heb. 12:2]
- II. Jesus  
We believe Jesus Christ is the only begotten Son of God- God who came in the flesh. He was in the beginning with God, yet, He was God. He was born of a virgin, being fully God and fully man. He died on the cross for the sins of mankind, was raised from the dead and ascended to the right hand of the Father. We further believe that through His death, bodily resurrection, and ascension to the right hand of the Father, man can be saved from his sinfulness. Jesus Christ will return to this earth for those who eagerly await Him. Furthermore, every knee will someday bow and every tongue confess that Jesus Christ is Lord to the glory of God the Father. [John 3:16; John 1:1-2, 14; Matt. 1:12; Luke 22: 69; Phil. 2:5-11; Mark 13:26-37]
- III. Holy Spirit  
We believe in the Holy Spirit, the third person of the trinity, who convicts the world of sin, righteousness, and judgment. The Holy Spirit empowers the believer for ministry. He graces believers with Christ like character and gifts His church for loving service. [John 16:7-11; Acts2; Gal. 5:22-23; I Cor. 12]
- IV. Bible  
We believe the Holy Bible is the inspired, infallible Word of God, and the Holy Scriptures are the final authority for faith and life. [II Tim. 3:16-17; I Peter 1:23-25]
- V. Sin  
We believe man was created in the image of God, yet man sinned. Mankind is separated from God through disobedience, and without God, he is without hope. We all have sinned. We all need Jesus to free us from sin. [Gen. 1:26-27; Gen. 3:6-7; Rom. 5:19; Rom. 6:23]
- VI. Salvation  
We believe the salvation of man is by grace through faith in Jesus Christ's sacrifice of death and His resurrection. We believe He took on our sin, died, and rose again: overcoming death, hell, and the grave. Those saved have turned their lives over to Jesus as Lord also overcoming sin, death, and hell, while inheriting eternal and abundant life and heaven: united again with God. One believes unto righteousness, and confession is made unto salvation. We further

- believe that we should not take the grace of God for granted by continuing in sin, but rather repent, entirely forsake sin in the flesh, and go forward by walking in the Spirit. We believe man will not inherit the kingdom of God by continuing in sin unrepentant. We must work out our own salvation with fear and trembling in the presence of the Father in order to inherit eternal life. [Eph. 2:8-10; Isaiah 53; Acts 4:12; John 3:16; Rev. 1:18; Rom. 6: 1-2; Gal. 5: 16-23; Phil. 2: 12; Rev. 21: 6-8; Matt. 24: 13; Luke 15: 11- 32; II Peter 3:9-18]
- VII. Priesthood of the Believer  
 We believe in the priesthood of the believer, Jesus has become the High Priest of the believer, by the shedding of His blood, and has made it possible for each Christian to have free access to the presence of the Father. In His presence, each one can come to know the Father in confidence and faith. [John 14:6; Heb. 4:14-16; Rev. 5:10]
- VIII. Church  
 We believe Jesus came and established the church as His Body in the earth. We believe the Church consists of all who live under the Lordship of Jesus. The local assembly of the body of Christ are believing people, baptized, and walking in the love of Christ ministering on a local level. Since the Church is one as God is one, the local assembly must seek to walk in harmony with the full body of Christ without sacrificing the basis of the true gospel and righteousness. [Matt. 16:18; Acts 15; I Cor. 12:13-31; Eph. 4:15-16]
- IX. Church's Atmosphere  
 We believe the atmosphere of the church should be mercy, forgiveness, and love. No other climate will allow the people of God to be free to grow. Furthermore, we believe that the church of God is a family that should foster care, mutual edification, and constant forgiveness without sacrificing righteousness as our base. [Eph. 4:32- Eph. 5:1-2; I John 1:3; 3: 1-3, 14]
- X. Evangelism  
 We believe in world evangelism. We accept the commission of Jesus Christ, who is Lord, to make disciples of all nations, to baptize them, and to teach them to observe His commandments. We join with all those walking in Him to accomplish this urgent task. We accept this as a personal commission as well as a commission of the entire Church. [Matt. 28:18-20; Acts 1:8]
- XI. Free Will  
 We believe each person is given a free will. One is responsible for his own choice and behavior. While God has ordained both civil and spiritual government, we believe each person is still directly accountable to Him. Therefore, pastors and churches can give spiritual guidance, but all service must be rendered voluntarily, joyfully, and from a free conscience and a free will. [Joshua 24:15; Ezekiel 33:1-9; Phil. 2:12; Romans 1&2; Romans 12:1; II Cor. 9:7]
- XII. Stewardship and Offerings  
 We believe giving is to be voluntary, willful, and done cheerfully unto the Lord. We should exemplify Christ in our generosity and support of the Christian ministry. We believe scripture supports the orderly gathering of offerings to supply for His work and workers. We believe all we have is from God and we should steward it as such. We believe that when people serve God with a free spirit, there is financial abundance to accomplish the purpose of God. We further believe everyone should be led by the Holy Spirit in giving and it should by no means be limited to a tithe (tenth) of our incomes. [II Cor. 9:7-14; Acts 20:35; I Cor. 16:1-4; Phil. 4:15-19; Acts 4:32-Acts 5:10; Malachi 3:10; Prov. 3:9-10; Gen. 14:17-20]
- XIII. Civil Authority  
 We believe God is ultimate authority. He has ordained civil government. He has also ordained government within the church to help bring righteousness, peace, and joy in the Holy Spirit. We believe in mutual respect between civil and spiritual authority. [Romans 13]

- XIV. Christ's Return  
We believe Jesus Christ will return to earth. Christians are exhorted to watchfulness and obedience until His appearing. While there are many viewpoints concerning His second coming, we believe Christians should lovingly look His appearing, giving full attention to obedience while He tarries. [Mark 13:26-37; Rev. 20:4-6]
- XV. Judgment  
We believe in a final judgment at the end of the age. The righteous and the wicked will stand before God and be judged. Those who have righteousness produced by faith will be awarded with the privilege of ruling and enjoying eternal blessings. Those who are wicked will be eternally punished. We believe in the resurrection of the righteous unto God and the resurrection of the evil unto condemnation. [Matt 12:36; John 5:24-30; II Cor. 5:10]
- XVI. The Gifts of the Spirit  
We believe and value all the gifts of God as found in I Cor. 12-14, Romans 12:1-8 and I Peter 4: 10-11. Each gift should be operated in love, under Lordship, in faith, in order, and under Biblical and local spiritual authority as led by God. The gifts are a humble serving of one another by the Spirit. As God governs us in love, we will desire both the fruit of the Spirit and the gifts of the Spirit. [Phil. 2:1-11; Gal 5:22-23; I Cor. 12-14; Romans 12:1-8; I Peter 4:10-11; Romans 13]
- XVII. The Office Gifts and the Ministry of the Saints  
We believe Jesus gave gifts to the church for the equipping of the saints for the work of ministry. These gifts include: apostle, prophet, evangelist, pastor, and teacher. [Eph. 4: 8-16]
- XVIII. Baptism  
We believe in water baptism, symbolizing being buried with Christ into death of self, so that as Christ was raised from the dead, we too shall walk in newness of Life. [Mark 16:16; Matt. 28:19; Acts 2:38; Romans 6:4-5; Col. 2:12]  
We also believe in the baptism of the Holy Spirit or Fire. It is for the empowerment of the believer in witnessing His gospel with power. [John 1:33; Luke 24:49; Acts 1:4-8; Joel 2:28; Acts 2:4; I Cor. 12:1-11; I Cor. 14:26-40]
- XIX. Healing  
We believe divine healing was provided to the believer through Christ's work on the cross, and it is God's will for us to be healed: spirit, soul, and body. [Isaiah 53:4-5; Matt. 8:14-17; Acts 10:38; I Peter 2:24; James 4:14-16]
- XX. Holy Communion  
We believe in taking Holy Communion in remembrance of our Lord's death. It is the new covenant we have with the Lord confirmed with His blood. The bread, His body that was broken for us and the wine, His blood that was shed for our sins. We believe that we should reverently examine our lives before the Lord, allow Him to cleanse us from any sin, and partake of holy communion only having repented of sins. [Matt. 26:26-29; Luke 22:19-20; I Cor. 11:17-30]
- XXI. Church Discipline  
We believe the Lord desires for us to all be reconciled to Him. We believe He disciplines those he loves. We further believe the Lord has established to use His church in his discipline process. The church is to judge within itself helping its members to recognize and overcome sin. We believe it is wise to pray for a brother who is sinning, and go to the brother who has sinned against you. If the brother repents he is won. If repentance is not sought another member of the body of Christ should be brought to help in the reconciliation process. If still unrepentant, he should be brought before the church in hope of restoration. If repentance is still not sought, the Bible encourages us to let the person go from the body in hopes of returning to God. [Luke 19:10; Heb. 12:5-11; II Cor. 5:9-13; I Cor. 6:1-6; Matt. 18:15-20]

- XXII. Qualifications of Overseers and Deacons  
We believe an overseer (apostle, pastor, or elder) and deacons (servants) in the house of God should have certain qualities of character and gifting to be considered worthy to serve in such a manner. Characteristics such as temperate, loving, of good reputation, gentle, not violent, not quarrelsome, not a lover of money, able to teach, able to manage his own home, faithful, live wisely, hospitable, honest, full of integrity, not a new believer, committed to Christ, not slanderous, nor given to much drink. Before they are appointed they should be closely examined. [I Tim. 3:1-13; Titus 1:5-10]
- XXIII. Marriage, Divorce, and Remarriage  
We believe God ordained marriage for a man and a woman to come together as one. (This does not include a male with male, nor a female with a female, or any other type of marriage besides God's natural creation of male and female.) They are to remain faithful to one another in love until death. As Christians, we should do our best to avoid divorce. Divorce and remarriage are regarded as adultery except on the grounds of fornication or if the unsaved mate is unwilling to stay married. God loves divorced people and desires to restore them. (Note: In some cases, it may be advised to seek protection from spouses who are endangering the safety of the family.) [Eph. 5: 21-33; Matt. 19: 3-12; Romans 7:1-3; I Tim. 3:2, 12; Titus 1:6; I Cor. 7; Malachi 2:16]
- XXIV. Human Sexuality  
We believe God created marriage to be the sacred place for a husband and a wife, being one male and one female of the natural creation of the Lord in a marriage setting, to have sexual intimacy. Any sexual activity outside of marriage is sin, including fornication, adultery, homosexuality, lesbianism, bisexuality, bestiality, incest, masturbation, and pornography. We do not condone such practices. We believe the wrath of God will come on all who practice sexual immorality, as well as with other sins, if they do not repent. [Gen. 2:22-25; Gen. 4:1; Lev. 18; I Cor. 6:9-20; Acts 15:28-29; Romans 1; Rev. 22:14-15]
- XXV. Idolatry  
We believe that we should have no other gods before the Lord our God. [Deut. 6: 4-6; Exodus 20: 3-8; Rev. 22: 14-15; Col. 3:5-6]
- XXVI. Abortion  
We believe that human life begins at conception and an unborn child is a living human being. We believe in choosing life. [Psalm 139: 14-16; Jer. 20:15-18; Luke 1:44; Psalm 51:5-6; Isaiah 49: 1, 5; Deut. 30: 19]
- XXVII. Lawsuits (Between Believers)  
We believe the word of God encourages believers to seek to resolve disputes between themselves or by seeking a wise mediator within the church to help come to a resolution. Lawsuits before the world are discouraged for two believing in many cases. [I Cor. 6:1-8]

### ***Section V*** ***Articles of Incorporation***

The undersigned, desiring to form a corporation, not for profit, under Sections 1702.01 et seq of the Ohio Revised Code, do hereby state the following:

First. The name of said corporation shall be Kingdom Establishment Ministries.

Second. The place in Ohio where its principle office is to be located is Bidwell, Ohio 45614, Gallia County, Ohio.

Third. The purpose(s) for which this corporation is formed is:

To provide a place of worship for its members and guests and conducting the same according to the rules and regulations, customs, and practices as established by the corporation, promoting the cause of the Kingdom of God and the interests of said church; receiving, holding, and disbursing gifts, bequests, and funds arising from other sources, opening and maintaining suitable real estate and buildings, to do any and all things necessary or incident thereto. Also to be actively pursuing all opportunities of outreach for the benefit of the church and its ideals.

The corporation is organized and shall be operated exclusively for Christian religious charitable and educational purposes and it is authorized to accept, hold, administer, invest, and disburse for Christian religious, charitable, and educational purpose such funds as may from time to time be given to it by any person, persons, or corporations, to receive gifts and make financial and other types of contributions and assistance to Christian religious, charitable, and educational organizations, and in general to do all things that above set out. All of the assets and earnings shall be exclusively for the purposes hereinabove set out. All of the assets and earnings shall be exclusively for the incidental thereto; and no part of the net earnings shall inure to the benefit of any private shareholder or individual and no substantial shall be for the carrying on of propaganda, or otherwise attempting to influence legislation of participation in or influence any political campaign, or any other activity which would disqualify corporation from tax exemption under 501 of the Internal Revenue Code or other applicable federal, state, or local law of regulation one or hereafter enacted.

Upon the dissolution of the corporation, the Board of Directors shall, after paying or making provision for the payment of all the liabilities of the corporation, dispose of all of the assets of the corporation exclusively for the purposes of the corporation in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall at any time qualify as an exempt organization or organizations under 501 (C) (3) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States internal Revenue law), as the Board of Directors shall determine. Any such assets not so disposed of shall be disposed of by the Court of the competent jurisdiction of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said court shall determine, which are organized and operated exclusively for such purposes.

## ***Section VI*** ***Governmental Structure & Policies***

### ***Leadership Council***

- A. Kingdom Establishment Ministries is under the oversight of a lead apostle and senior pastor of the church with a leadership council, are the governing elders of the body. The leadership council may include members such as other apostles, prophets, and pastors/ elders. Their responsibility shall include doing whatever is necessary to look after the general affairs of the organization as well as promoting unity, edification, accountability, and fellowship among members of the church. They shall have primary oversight of the church in all matters pertaining to the beliefs, practices, policies, business, theology, vision, ministry, government, and procedures.
- B. The Leadership Council may include as many members as may be necessary to carry out their stated responsibilities.
- C. There shall be one President of the Council or "Lead Apostle"/ "Senior Pastor;" he shall be the chief elder. The lead apostle/senior pastor shall be permanent unless or until he willingly steps down or would be removed for reasons found in the word for unrepentant on-going sin. The lead



apostle/senior pastor shall appoint any subsequent elders as lead by the Holy Spirit with the confirmation of existing elders. There may be one vice-president which shall be also an elder of the church. The President's duties shall include, but are not necessarily limited to, calling meetings to order, proving leadership within the council, communicating necessary information to the other council members and generally overseeing and providing vision for the church. The president shall have final decision in matters concerning the church. The president shall have the primary financial oversight of Kingdom Establishment Ministries and shall be responsible for any and all financial decisions made within the ministry. The senior pastor will have the responsibility to create and maintain, with recommendation of the treasurer, a workable budget reflecting all necessary expenditures and income. The senior pastor shall have the right to hire staff members as he sees fit in order to help the pastoral ministry of the church and to set salaries for such staff members with the recommendation of the church treasurer. The total amount of all staff salaries combined shall be reflected in the monthly church treasurer's financial statement. Dismissal of any staff members will also be the right of the senior pastor. In the event the president cannot fulfill his duties for any such reasons whether temporary or permanent, the vice-president or leadership council shall assume and fulfill the duties of the president for as long as necessary. Appointment of such offices shall be the responsibility of the Leadership council, which are encouraged to seek apostolic oversight of the governing apostle of the senior pastor or other such apostolic help. The lead apostle/senior pastor of Kingdom Establishment Ministries is encouraged to seek apostolic oversight for reasons of accountability, relationship, ministry, council, etc. from another governing apostle outside of Kingdom Ministries. This apostolic Overseer shall be consulted in matters to aid the best interest of the church.

- D. Consideration for any appointments made to the leadership council, subsequent to the original appointment of members, must begin with a recommendation from at least one member of the leadership council. After said appointment has been considered in prayer by all the members of the council for a period, the appointee may be placed in the office upon confirming decision of the council.
- E. The qualification of all members of the leadership council shall include both the gifts and character needed to carry out such responsibilities for the Body of Christ. The members must have visible evidence of a person's gifting as well as the character standards set forth in I Tim. 3:1-7 and Titus 1:5-9 pertaining to elders.
- F. The term of membership as an elder shall be continuing unless a member willingly steps down or is dismissed from office.
- G. With Matthew 18: 15-20 as our basis of action, a member of the leadership council may be dismissed from office by the confirming of the majority of the remaining members if they believe the offending member is in violation of the conduct ascribed in the scriptures concerning character qualifications of elders, has been accused by more than one party, given ample opportunity to speak in their defense before the leadership council and has refused to repent. If the members of the leadership council witness true repentance, then the leadership council will deal at their discretion with the offending member, after much prayer, according to the guidelines of Galatians 6:1-5. The apostolic overseer may be sought in decision of this sort. Should a member be dismissed, such an order may be made public to the covenant members of the church. If the offending party removed is the lead apostle/senior pastor, the apostolic overseer and leadership council, with much prayer, shall appoint a new senior pastor. The vice president or one chosen of the leadership council shall fill the role temporarily until a permanent senior pastor shall be chosen upon the agreement of the apostolic overseer's and the leadership council's best judgment in the Lord. This would not be a matter to be taken lightly.
- H. The Leadership Council shall meet regularly unless advanced notice has been otherwise given that such a meeting has been either postponed or canceled. The members may also conduct a

telephone meeting or take advantage of any electronic means to consult members of the council. Any action taken by such electronic means shall have the same force and effect as any action of the leadership council, and a record of such meetings shall be made a part of the minutes of the leadership council.

- I. The Leadership Council shall when needed seek further council, accountability, arbitration, and governing oversight from an apostolic overseer, especially in cases when a confirming decision is not easily found or in cases of need for another wise person's council. The apostolic overseer will be subject to the same criteria as of the previous qualifications of an elder plus have the visible evidence of the gifting of an apostle. The Lead Apostle/ Senior Pastor of Kingdom Establishment Ministries (with confirmation of elders) shall choose such a person and maintain relationship with the apostolic overseer. If the Lord leads, a suitable replacement should be sought by the senior pastor and elders as God directs.
- J. In the event of resignation of the apostle/pastor-presidents, the new pastor-president shall be appointed by the retiring pastor in recognition of commission of God, and alignment with beliefs, character and giftings stated within these bylaws, to such a position, as well as with the confirmation of the other members of the council with the best interest of the church at hand. The apostolic overseer should be sought for council in such matters.

### ***Deacons of Ministry***

- A. We believe deacons have the primary obligation of serving the congregation as modeled by the seven chosen men in Acts 6:1-7. The qualifications of a deacon are found in I Tim 3:1-13. The deacon is appointed by the majority of the elders as led by the Holy Spirit. The deacon's term will run concurrent with the calendar year (unless otherwise agreed upon with elders). A deacon may be chosen of the lead apostle/senior pastor and leadership council and his/her term may be terminated as seen fit by the lead apostle/senior pastor and the leadership council.
- B. Deacons shall be under the same disciplinary process described above for the elders in accords with Matt. 18: 15-20.
- C. All deacons of ministries shall meet regularly with the senior pastor and leadership council.
- D. The Deacons of ministry may include, but are not limited to the following positions:
  - Secretary: Responsible for communicating meeting times, relaying messages, and taking minutes at all meetings of which they are a part as well as any other responsibilities that the elders deem necessary for this position.
  - Treasurer: Responsible for handling the overall finances of the church such as: paying bills and salaries; executing all monthly funds according to the allocated budget each year; providing monthly accounting statements of all church income and expenses. This should be available upon request of any member in good standing of the church. Recommendation to the pastor should be given in regards to budgetary issues with respect to income and expenses.
  - Music Director: Responsible for the adult music, praise and worship of the church.
  - Children's Ministry Director: Responsible to make the ministry to the children the best we can unto the Lord. Duties include ministry to the children in teaching, discipleship, recreation, and fellowship; recruit, train, and supervise people from the congregation to fill positions in the children's ministry, making background checks of ministers.
  - Nursery and Toddlers' Director: Responsible for keeping a safe and loving environment for the little ones. Duties include ministry to the children; recruit, train, and supervise people from the congregation to aide in this ministry.
  - Youth Pastor: Responsible for making the ministry unto the teens relevant and powerful. Duties include educational and recreational activities for the teens, actively involved in teaching, discipleship, and fellowship among the teens.

Head Usher: Responsible for overseeing the ministry of ushers. Choose ushers and make schedule for ushers for all events of church.

Maintain handbook of duties and be sure they are followed. With treasurer responsible for counting and safeguarding monies of the church.

Deacons of prayer: Responsible for organized intercessory prayer, lead, recruit, train, and stir the fires of prayer in the hearts of other. Maintain prayer lists and emergency prayer chain.

Deacon of Visitation: Responsible for overseeing follow up visits, ministry to the sick or homebound, and evangelism ministry to reach the unchurched.

Deacons of Benevolence Ministries: Responsible for overseeing areas of this ministry: including recruit and train ministers for the ministry; maintain the giving of food and clothing and other material goods with an attitude of love and compassion when dealing with people.

Deacon of Missions: Responsible to help order the support of missions around the world. Periodically, organize groups to travel in missions as the Lord leads.

Deacons of Prison Ministries: Responsible for the ministry to those in prison.

Deacons of Hospitality: Responsible for oversight of dinners, decorations, housekeeping, and general church maintenance.

Deacons of Small or Home Groups: Responsible for hosting a home cell group or leading a small group ministry and in pastoralship of their group.

Other Deacons/ Directors: Should there be any directors of any ministries of the church not specifically mentioned in this list, these people shall be part of the deacons of ministry to meet with the elders as well.

### ***Church Membership***

- A. Any relationship with Kingdom Establishment Ministries is strictly voluntary and shall be considered ongoing unless a person, ministry, or organization willingly removes themselves from participation or is asked to withdraw by the Leadership Council.
- B. In order for any person to join with Kingdom Ministries on a covenant level as a member, one must give clear evidence of their new birth in Christ with testimony of Biblical Salvation through the blood and cross of Jesus Christ, agree to be baptized if have not already been baptized, live a Christian life, worship at the church on a regular basis, support the church financially with tithes and offerings, and desire to serve the congregation of the church, have a willingness to honor the government of the church, and agree with the statements of beliefs, purpose, vision, and governing structure of the church found in this document. The person desiring membership should submit a request to the pastor and undergo a membership course prescribed by the elders. Upon confirming these criteria, and having been considered by the leadership council the applicant may be approved, disapproved, or tabled. Applicants whose requests are approved shall be presented to the congregation and shall become active members of the congregation of the church.
- C. With Matthew 18: 15-20 as our basis of action, a member of Kingdom Establishment Ministries may be dismissed from covenant membership by the confirming of the Leadership Council, if it is believed that the offending member is in violation of the conduct ascribed in scriptures pertaining to the character of elders, has been accused by more than one party, given ample opportunity to speak in their defense before the council and has refused to repent. If the members of the Leadership Council witness true repentance, then the council shall deal with the offending member appropriately, after much prayer, according to the guidelines of Galatians 6:1-5. Should a member be dismissed, such an order may be made public to the covenant members of Kingdom Establishment Ministries.

- D. Any and all such disciplinary actions involving covenant members will include the participation of the pastor, and if applicable, the church's apostolic overseer, as an advisor to the Leadership Council for that particular case.
- E. Reasons for dismissal or discipline may include, but are not limited to: a significant disagreement or deviation from the statement of beliefs or other items in this document; significant lack of cooperation with functioning of the congregation and ministries of the church as to disrupt and harm other members of the church; or exhibiting a lifestyle specifically condemned by the scripture without repentance.
- F. Any person wishing to hold any office or position within the church must first become a member in good standing, unless express permission is given by the senior pastor with confirmation of the elders.

### ***Ministers in Training, Licensing, and Ordinations***

- A. We believe all believers are to be ministers of the gospel of Jesus Christ. [Eph. 4:12] However, the Lord may put His hand upon certain individuals as leaders among men for the sake of ministering His gospel. These ministers may serve the congregation as elders, deacons, apostles, prophets, evangelists, teachers, pastors, or as they may be given recognition upon whom the Lord chooses and with confirmation of the board of elders. We would like to categorize these ministers in three categories: ministers in training, licensed ministers, and ordained ministers. All of which will be held to the standard set forth in I Tim. 3:1-7 and will be judged accordingly as the scripture says, *"let not many of you become teachers, knowing that we shall receive a stricter judgment."* [James 3:1]
- B. Ministers in Training should be members in good standing who express a call of God on their lives to minister the gospel of Jesus Christ as a leader among men. During their time of training, they will be required to complete a course of study set by the elders while also being involved in a ministry of the church in whatever capacity the elders may deem appropriate.
- C. Licensed Ministers are ministers who have met the requirements for Ministers in Training at the church and have received approval by the elders. (Transferring credentials from another organization will constitute consideration for licensing by the elders.) Licensed ministers will be considered licensed for life unless the person should decide to remove him/herself from membership of the church. The elders may revoke the license if minister is in need of discipline but refuses repentance a suspension of license may be of order if the minister is seeking repentance and restoration. Licensed ministers will serve the church in servant roles not governmental roles that are Biblically reserved for the elders, waiting if necessarily witnessed by the Holy Spirit through an appropriate display of gifts and continual growth in character, such a time when they will be released into a ministry that would warrant their consideration for ordination. Some of the duties a licensed minister may have may include the following (but not limited to): Be ready to help minister to the congregation in any way possible; be under the desire of the elders to help carry out any shepherding duties that may express the desire of the elders towards people of the congregation; know, understand, and help carry out the purpose and vision of the church with a heart to minister to the people in such a way as reflects the heart and philosophy of the Lord and, the lead apostle/senior pastor and elders; help take care of any problems that may arise and contact the elders when necessary to inform of problems; help preserve the unity of the church by not participating in gossip, slander, or general negative and critical conversation that may undermine the Lord and the order of the church.
- D. Ordained Ministers are ministers who have proved oneself faithful as a licensed minister and the Lord has seen that it is time to set them apart for the work of the ministry that He has called them to. We see this separation in the life of Paul in that from the time of his conversion he began to preach, showing the necessary signs of a true minister of God as the Holy Spirit bore witness

through the working of particular gifts. This describes the heart on the matter of a licensed minister. However, some years later in Acts 13, the Holy Spirit told the leaders of the church to separate Paul and Barnabas for the work He had for them. This is where we get the model for ordination of an already licensed minister: confirmation of the Spirit, prayer, fasting and laying on of hands of the elders releasing them into certain ministry offices.

- E. The elders of Kingdom Establishment Ministries recognize that God ordains people and witnesses that ordination through the Holy Spirit's gifts working through a person. These gifts are then recognized and confirmed by the elders. Offices of recognition include: apostle, prophet, evangelist, pastor, and teacher.
- F. The requirements for consideration for ordination at Kingdom Establishment Ministries may include, but is not limited to the following: The candidate must be a member in good standing at the church; have been licensed at least a year, meeting all necessary requirements for that degree; must meet all requirements recorded in II Tim 3:1-7; must be considered walking in one of the above five offices for at least a year as determined by a majority of the elders, showing all the necessary gifts that pertain to that particular office as follows:
  - Apostle: Must show signs of particularly strong planting, watering, and harvesting gifts with evident success in these areas including the ability to govern these and other ministries with a unique and unusual authority.
  - Prophet: Must show sign of a strong prophetic ability to reveal the heart of God on certain matters that pertain not only to personal issues but also speak to the corporate issues of the church.
  - Evangelists: Must display gifts of winning souls through their preaching and teaching.
  - Pastors: Must be either operating in a strong gift of pastoral leadership and oversight of the flock of God.
  - Teacher: Must be functioning and displaying ample teaching gift that would warrant them the office of teacher.
- G. Failure for an licensed or ordained minister to continue working in their above described ministry with good standing could call for the elders to suspend, revoke, or demote the minister.
- H. Some may desire ordination or licensing. Of which, the leadership council should examine the background, character, and former training of the person. The leadership council may approve the applicant for the training, licensing, or ordination process as a minister under Kingdom Establishment Ministries. The leadership council may limit the license or ordination to an area specific emphasis.

### ***Employees and Volunteers***

- A. Hiring. Anyone hired of the church must receive the approval of the senior pastor and elders before hiring, whether paid or unpaid. All employees and volunteers are subject to the same qualifications as stated of elders in II Tim. 3:1-7 and shall agree with the statements of belief as well as practice contained in this document. Any disagreement with any element of this document may be cause for not hiring or the immediate termination of any employee or volunteer with or without written notice by the elders of the church. Any paid employee is required to give a two week notice to the elders in writing before quitting. Full time employees are those employees who work at least 40 hours a week for the church. Anything less will be considered part time employment.
- B. Salaries. All paid employees, whether full time or part, with exception to Collateral Ministries whose salaries shall be set by the Director of such ministry, shall have their salaries set by the senior pastor with recommendation from the church treasurer. All hiring will be considered permanent and automatically renewed every fiscal year unless withdrawal or dismissal. Raises, bonuses, and benefits will be at discretion of senior pastor with recommendation of treasurer.

Anyone subcontracting with the church shall be hired by the senior pastor and shall be required to follow all dictates and procedures for employees of the church contained in this document.

- C. Benefits. Any and all benefits, including the availability and terms of such benefits, if any, that may include, but are not limited to, such things as health insurance, disability insurance, life insurance, retirement accounts, cash bonuses, tuition costs, retirement plans, conference allowances, car or gas allowances, parsonage allowance, etc., over and above an employee's salary, shall be considered by the senior pastor with recommendation from the treasurer and with recommendation of any collateral ministry director whose employees are affected by such benefits. Such consideration shall be on a case-by-case basis for each employee annually. The option to provide, not provide, add, revoke and create the terms of such benefits shall be determined on a case-by-case basis by the senior pastor with a recommendation from the treasurer, the terms of which will be enacted immediately.
- D. Insurance provided as a benefit to the employee shall be offered 90 days after employment and provided by an insurance company predetermined by the senior pastor and treasurer.
- E. Days off. Weekly days off for the pastoral staff and associate staff of the church, with exception of collateral ministries whose days off will be determined by the director of such ministry, will be determined by the senior pastor. The senior pastor reserves the right to change the day(s) off as he sees fit. Notice of day(s) off or any change concerning these days shall be verbally given to the appropriate employee. Days off for holidays or special events will be granted by the senior pastor and given to the appropriate employee.
- F. Vacation. All full time employees, with the exception of Collateral ministries whose vacation days shall be determined by the appropriate director, shall be given two weeks (14 days) paid vacation annually after four months of employment, increasing at the rate of one week per every five years of full time employment. Part time employees, shall receive 1 week paid vacation annually. Vacation days must receive approval by the senior pastor or the appropriate collateral ministries director, at least two weeks before the said vacation begins. Unused vacation time shall not be carried over into the next calendar year unless approved by the senior pastor or collateral ministries director.
- G. Personal &/or Sick days. Full time employees, with exception of collateral ministries who will be determined by director, are allowed 5 personal &/or sick days per year with pay after being employed for more than one month. Any sick days taken before this minimum employment time or any later sick days that exceed the maximum days allowed per year shall be taken without pay and can be considered a reason for terminating the person's employment. Unused sick days may not be carried over into the next calendar year without special permission from the senior pastor or collateral ministries director.
- H. Special requirements for employees and volunteers: all employees and volunteers must act as a team, maintain a close walk with the Lord, guard the unity of the church at all costs and never be involved in any actions, whether public or private, which would undermine co-workers, authority figures, members of the church, or those with which outreach is made. Co-workers will always be treated with respect. All decisions must always be for the glory of God and for the benefit of the people of the church, never for the sole benefit of self. Use of tobacco, drunkenness, or illegal drug use is strictly prohibited for all employees. Abstinence of all vices such as pornography, homosexuality, lesbianism, bisexuality, adultery, fornication, sorcery, or any otherwise vice disapproved of by scripture. Cohabitation is prohibited, as well. Without repentance of these vices shall be grounds for dismissal.
- I. Staff Positions. Any and all staff positions, whether created or already established, shall be filled at the discretion of the senior pastor and elders. There shall be three types of staff employees, whether volunteer, full time or part time, that will be recognized by the church: Apostle/Pastoral

Staff, Associate Staff, Collateral Ministries Staff. All positions shall be under the requirements and expectations of this document.

Apostolic/Pastoral Staff: Staff hired for the direct purpose of helping to pastor the congregation of the church. These may include, but not limited to: apostle, prophet, senior pastor, associate pastor (s), administrative pastor, youth pastor, children's pastor, music pastor.

Associate Staff: Staff hired for direct purpose of assisting the pastoral staff in serving the congregation and fulfilling their ministries. These may include, but not limited to: Secretaries, Technicians, Custodians, Administrative Assistants.

Collateral Ministries Staff: Staff hired by a director of any ministry overseen by the church but not necessarily related to the care and ministry of the congregation of the church.

### ***Establishment of Churches and Collateral Ministries...***

- A. Kingdom Ministries may plant other churches, collateral ministries, or organizations and assist them with implementation of a government, and apostolic oversight. Collateral ministries is a term that describes the various ministries that operate under the umbrella of the elders' government but do not necessarily relate to the direct service of the congregation of the church.
- B. Kingdom Ministries shall declare the churches, ministries, and organizations that have been established as authorized mission outreaches of the church so long as they stay within the guidelines of these bylaws. New churches shall be allowed to affiliate under the church's apostolic covering for tax exempt registration until they have received their own exempt status.
- C. These collateral ministries may include, but are not necessarily limited to the following: Christian preschools, schools, colleges, book stores, mass media ministries, networks of ministries, outreaches...
- D. All collateral ministries will be governed by the elders of the Kingdom Ministries and the directors of such collateral ministries, and will fall within the structure and guidelines set forth in this document with respect to all other ministries of the church. All collateral ministries shall have a director that shall serve as a deacon of ministries and serve under the guidelines set forth for deacons in this document. A collateral ministry shall be established by the senior pastor with elders confirming either by a recommendation from an elder, deacon, or from a member in good standing within the church congregation. Should any director of a collateral ministry be compensated in any way, whether by cash, salary, bonuses, commission or any other benefits that result in any transfer of funds, that director shall be considered an employee of Kingdom Ministries (unless otherwise prescribed by the overseeing authorities in Kingdom Ministries) and shall abide by all the guidelines set forth in this document concerning employees. All collateral ministry directors may be asked to create a handbook detailing such things as conduct of employees and/or participants of the ministry, financial accountability, any necessary state regulations, any additional policy not outlined in this document so long as it does not conflict with any of the items contained herein, and any other issues that might be necessary for proper government. The handbook and ministry must be approved by the elders. Termination of the collateral ministry shall be only upon much prayer and determination of the senior pastor, elders, and collateral director. Collateral ministries shall not participate in any activities that are not permitted to be engaged in by an organization exempt from federal income tax under section 501 (c) (3) of the federal tax code.

### ***Marriages, Funerals, Baptisms, and Baby Dedications***

- A. Only Licensed and/or Ordained Ministers approved by the church elders and state certified may perform weddings using the facilities of the church. Only members in good standing or their immediate family members may use the facility of the church for weddings without special permission and fees. Any man and woman desiring to wed must meet with the senior pastor or

approved minister who is solemnizing the marriage, for counseling and approval. The senior pastor or any other minister reserve the right to deny a wedding request. We do not believe in having same sex marriages and will not perform such marriages, nor allow the use of our facilities for such marriages. All weddings must receive scheduling approval by the church office. All fees must be met. Only church approved soundmen shall be used. Any couple wishing to renew their vows or rededicate after a divorce or dissolution must follow the preceding steps.

- B. Only Licensed and/or Ordained Ministers from the church shall perform services for funerals.
- C. Only Licensed and/or Ordained Ministers, Elders, Deacons, or Home Group Leaders or otherwise ministers approved of the elders shall baptize using the church's facilities. Only people of good standing who have: a definite salvation experience, and understanding of salvation and an ability to verbalize what it means to be saved may be baptized. Children under legal age may be baptized if they meet the above criteria and have consent of parents. People previously baptized need not be re-baptized unless they feel that is necessary after a deep and sustained life in sin since previous baptism.
- D. We will dedicate babies whose parents are members in good standing at the church and who have received counseling by a member of the pastoral staff. We do not consider this as an act of baptism nor do we associate such act with an assurance of salvation in Jesus Christ for the infant after reaching adulthood. It is actually a statement of the fact that the parents wish to raise their child in the admonition and teaching of the Lord.

### ***General Policies***

- A. Fund Raisers shall be overseen by the deacon of the ministry which wishes to raise extra funds. All fund raising events should receive approval of elders and scheduled on a first come first serve basis.
- B. Using the Church Facilities: Any use of facilities besides what is scheduled as public service will be limited to official ministries of the church unless otherwise approved of by the elders and the event is scheduled beforehand. The event must be overseen by a deacon, or ministry leader. The event must pay a fee for cleaning and soundmen services unless otherwise decided.

### ***Financial Stewardship***

- A. All funds acquired by Kingdom Establishment Ministries shall be kept on record, deposited, and used for the purposes set forth in these bylaws to the best discretion of the governing leadership council.
- B. The leadership council may authorize officers to enter contracts or execute instruments in the name of and on behalf of the church.

### ***Books and Records***

The church shall keep correct and complete books and records of account and shall also keep minutes of the proceedings of its leadership council, and committees having any of the authority of the leadership council. All books and records of the church may be inspected by any member of the church for any proper purpose at any reasonable time.

### ***Property***

The elders shall have authority to acquire, hold, own, sell, assign, transfer, mortgage, pledge or otherwise dispose of property, both real and personal. Title to all property, whether real or personal, acquired by the corporation shall reside in the name of the corporation. Such transfer shall happen only with consent of the senior pastor and confirmation of the elders of the church.

### ***Fiscal Year***



The corporation's fiscal year shall begin on the first day of January in each year and shall end on the last day of December next following.

***Amendments***

The Leadership Council of Kingdom Establishment Ministries shall have the power to amend the bylaws or adopt new bylaws provided that the bylaws at no time shall contain any provisions inconsistent with the Law or Articles of Incorporation. Notification to covenant members shall be made in the event of such amendments to the bylaws. The Leadership Council reserves the right, in accordance with the guidance of the Holy Spirit as witnessed by confirmation of the council members, to set aside and even wave certain of these articles when necessary so long as such an action would not violate any provisions of the Ohio Revised Code.