



# VILLAGE CHURCH

## SPECIAL BUSINESS MEETING

February 28  
10:30 am  
Sanctuary

### Special Business Meeting: Possible Bylaw Amendments

Dear Village Church Members,

At our annual business meeting on December 8, Cindy Larson requested a special business meeting to consider amending the wording in the Bylaw Article 6 which relates to the Nominating Committee and their duties. The motion for the special meeting passed and is scheduled for Sunday, February 28 at 10:30 am. Cindy's proposed amendment is included in this letter.

In addition, during the past year the Elders have become aware of a few Bylaws that could be revised to state the intent of the Bylaw more clearly. These proposed amendments will also be added to the special business meeting agenda.

Please prayerfully review each of these amendments. You can find the complete Constitution and Bylaws on the Village website: [villagechurch.com/who-we-are/what-we-believe](http://villagechurch.com/who-we-are/what-we-believe). If you have questions, please contact any Elder or Cindy Larson.

Bryan Johnson  
Village Church Chairman

Enclosures: four (4) bylaw amendments

### February 28 Agenda

- Call Meeting to Order
- Opening Prayer
- Bylaw Amendment 1  
Presentation, Discussion and Vote
- Bylaw Amendment 2  
Presentation, Discussion and Vote
- Bylaw Amendment 3  
Presentation, Discussion and Vote
- Bylaw Amendment 4  
Presentation, Discussion and Vote
- Bylaw Ballot Results
- Adjourn

# Possible Bylaw Amendments to the Village Church Bylaws

Members will vote via written ballot to approve or not approve the bylaw amendments written below at the special business meeting on Sunday, February 28 at 10:30 am.

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## *Bylaw Amendment 1*

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Recommendation made by Cindy Larson

Article 6. Committees

Section 6.02 Nominating Committee and Duties

Present Wording:

**A Nominating Committee consists of the Elders and at least three additional Members who shall be elected by this Church and serve for a term of two years.** They are responsible to nominate annually at least one person for every vacant office of this Church and to publish these nominations to the Church at least two weeks prior to the Annual Meeting.

Cindy Larson's recommendation is to amend first sentences to read:

*An elected Nominating Committee consists of the Elders and an equal number of additional congregation Members who shall be elected by this church and serve for a one-year term. A nominating committee Member must not be a spouse of a current elder, spouse of a current staff member, or a staff member other than the Lead Pastor.*

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## *Bylaw Amendment 2*

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Recommendation made by Village Church Elders

Article 4. Pastoral Staff (Non-Vocational)

Section 4.01.4 Elder Organization and Duties

Present Wording of last paragraph:

The Chairman shall preside at the meetings of the Elders, the Nominating Committee, and all business meetings of the Church. The joint signatures of the Chairman and the Treasurer shall be required to bind the Church in any legal or financial contract.

Elders recommend adding a sentence to the last paragraph:

*If the Chairman and Treasurer are related, the Vice Chairman will act in replacement of the Chairman for any binding Village Church legal or financial contracts.*

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## *Bylaw Amendment 3*

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Recommendation made by Village Church Elders

Article 6. Committees

Section 6.01 Audit Committee and Duties

Present Wording:

An Audit Committee consisting of at least two individuals who do not work with the financial records of the Church shall be appointed by the Elders to audit Church accounts annually and submit a written report of their findings to the Elders, who shall publish the report to the Membership. If a qualified committee cannot be found internally, then a qualified external review shall be performed. The audit shall include a review of procedures for handling receipts, deposits, and expenditures in order to ensure appropriate accounting methods are followed and internal controls are sufficient. **This committee must contract an external audit by a CPA familiar with not-for-profit accounting no more than every five (5) years.**

Elders recommending amending the last sentence to read:

*This committee must contract an external Review of Internal Controls by a CPA familiar with not-for-profit accounting no more than every five (5) years.*

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## *Bylaw Amendment 4*

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Recommendation made by Village Church Elders

Article 7. Business Meetings & Order

Section 7.04 Agenda

Present Wording:

All business meetings shall follow an agenda. The Elders serve as the Committee on Business, preparing and posting the agenda at least two weeks prior to the meeting.

**Members who want to introduce new business at any business meeting can do so in two ways. First, they can submit it to the Elders for consideration prior to the business meeting and before the agenda is posted. The Elders may edit it prior to putting it on the agenda, or even decline to include it on the agenda. Alternatively, a member may propose new business at a business meeting. At the meeting in which the agenda item is introduced, it is proposed to the congregation as a new business for the next meeting, and if seconded, the vote is not on the proposal, but on whether or not it is to be adopted for the agenda of the next business meeting.**

The agenda for the Annual Meeting shall include adoption of a budget of the coming fiscal year and the election of Church Officers as well as those other items of agenda approved by the Elders.

Elders recommending amending the 2<sup>nd</sup> paragraph to read:

*A member who wants to introduce new business at any business meeting can do so by meeting with the Elders (preferred) or submitting a written request to the Elders for consideration at least three weeks prior to the business meeting and before the agenda is posted. The Elders will meet with the member to discuss the new business and work with the member on the best way to proceed. The Elders also may disagree with the member and choose not to bring it to the next business meeting and inform the member of their decision. If the member still wishes to bring the new business to the business meeting, they may by notifying the Elders of their desire to have the new business discussed at the next business meeting at least two weeks prior to the meeting and it will be added to the agenda.*