

CONSTITUTION AND BYLAWS

Of

KINGSGATE CHURCH, INC.

(Puerta Del Rey)

**(Adopted March 10, 2010; Revised and approved
November 2017)**

CONSTITUTION

PREAMBLE

Whereas: The expressed purpose of God, our Heavenly Father, is to call out of the world those who will be saved, that will make up the body or church of Christ, constituted and established upon the foundation of the apostles and prophets, being himself the cornerstone Jesus Christ;

Whereas: The members of the body, Church of Christ, are united together for the worship, sharing, counseling and instruction in the word of God and by the exercising of the spiritual gifts and duties that are established in the New Testament;

We resolve THAT: We recognized ourselves as a body of Believers and Christians according to the scriptural plan for a Local Assembly. To be able to worship God as a Body united, exercising our inalienable rights and privileges guaranteed in the Bill of Rights of the Constitution of the United States of America to every religious organization and we agree to be governed by them.

ARTICLE I

NAME

The name of this corporation is "Kingsgate Church Inc (Kingsgate)," a non-profit organization registered under the law of New Jersey, and the lasting time of this corporation shall be perpetual.

ARTICLE II

PURPOSE

- 2.1 To propagate the Christian Faith and disseminate the Gospel of Jesus Christ according to the revelation of the Holy Scriptures while utilizing every means of communication being visual, verbal, or written.
- 2.2 To provide preaching, teaching and to promote the growth of Christian Faith in every place. Besides ordaining ministers, doing

- evangelistic work, promoting missionary work in every place, establishing and developing churches, and to secure local sovereignty, as well as the governmental independence in them according to this constitution and its articles.
- 2.3 To raise and maintain buildings, meeting rooms, administrative offices, schools, recreational facilities, warehousing, and any other structure that may be necessary to promote the plans and activities that are necessary for the sustaining and maintenance of the same facilities.
- 2.4 To collect, receive, solicit, and accept funds, money and any other suitable donation. To keep accounts, mortgages, leases or leasing, acquisitions or disposing of any property being movable or unmovable, in accord with the explicit purposes of this Church, and in the necessary exercise in accordance with the purpose and vision for which this Church has been established.

ARTICLE III

PRINCIPLE OF AUTONOMY

This Church holds up the Principle of Local Church Government as Scriptural and fundamental by qualified people called Elders. These will serve in the different departments and ministries of the church (Philippians 1:1). These people should hold the qualities described in 1 Timothy and Titus 1:5-9.

This means that the local church is sovereign under the direction of Christ, and exercises every ecclesiastic power; no other ecclesiastic body can revoke their decisions as a congregation. This church is autonomous, but receives orientation and counsel from ministries that hold the same principles and precepts as in this constitution.

ARTICLE IV

VISION

The Kingsgate family has purposed to live out the commandment of Jesus to, first, love God with all our heart, mind, strength and soul and, second, to love our neighbor as we love ourselves.

God has called us to love the His family by hosting His Presence through worship and the Word, healing the wounds of the soul and influencing our region for the Kingdom of God.

OUR CORE VALUES

- We are called to host God's Presence through sound Biblical teaching, preaching and Spirit-filled worship
- We are called to heal the wounds of the soul through personal ministry
- We are called to influence our region for the Kingdom of God by evangelistic outreach and by leading genuine, purpose-filled lifestyles that reflect the true heart of a disciple of Jesus Christ.
- We are called to prepare our hearts by seeking the Lord and praying in simple faith and expectation for a manifestation of revival, both in our midst and in our region.
- We are called to encourage, empower and prepare the next generation of leaders that will continue the work of this ministry

ARTICLE V

Statement of Faith

Kingsgate Church bases its ministry on the following statement of faith:

- We believe the Bible to be the inspired, the only infallible, authoritative Word of God. 1 Thessalonians 2: 13; 2 Timothy 3: 15-17.

- We believe that there is one God, eternally existent in three persons: Father, Son, and Holy Spirit. Matthew 28:19; John 10:30; Ephesians 4:4-6.
- We believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal return in power and glory. Matthew 1:23; John 1:1-4 and 1:29; Acts 1:11 and 2:22-24; Romans 8:34; 1 Corinthians 15:3-4; 2 Corinthians 5:21; Philippians 2:5-11; Hebrews 1:1-4 and 4:15.
- We believe that all men everywhere are lost and face the judgment of God, that Jesus Christ is the only way of salvation, and that for the salvation of lost and sinful man, repentance of sin and faith in Jesus Christ results in regeneration by the Holy Spirit. Luke 24:46-47; John 14:6; Acts 4:12; Romans 3:23; 2 Corinthians 5:10-11; Ephesians 1:7 and 2:8-9; Titus 3:4-7.
- We believe in the present ministry of the Holy Spirit, whose indwelling enables the Christian to live a godly life. John 3:5-8; Acts 1:8 and 4:31; Romans 8:9; 1 Corinthians 2:14; Galatians 5:16-18; Ephesians 6:12; Colossians 2:6-10.
- We believe in the resurrection of both the saved and the lost; the saved unto the resurrection of eternal life and the lost unto the resurrection of damnation and eternal punishment. 1 Corinthians 15:51-57; Revelation 20:11-15.
- We believe in the spiritual unity of believers in our Lord Jesus Christ and that all true believers are members of His body, the Church. 1 Corinthians 12:12, 27; Ephesians 1:22-23.

We believe that the ministry of evangelism and discipleship is a responsibility of all followers of Jesus Christ. Matthew 28:18-20; Acts 1:8; Romans 10:9-15; 1 Peter 3:15.

- We believe that God created humans either male or female in order that the two distinct genders, brought together, would reflect the complete image of God. (Genesis 1:27) We believe that the complete image of God may be seen in the corporate community of men and women. We believe that that marriage is a lifetime covenant and union of an individual created man and an individual created woman and that such union is both an earthly depiction of the complete image of God (Gen. 2:24), and an earthly depiction of the relationship between Our Savior Jesus Christ and His Bride, the Church. (Ephesians 5:31-32) Just as marriage is not to be entered into lightly, neither is divorce. (Matthew 19:3-9) The above matters of faith and conviction will govern our personal practice, corporate standards and practice, and counsel to those choosing to affiliate with us." (1 Cor. 7)
- We believe that we must dedicate ourselves to prayer, to the service of our Lord, to His authority over our lives, and to the ministry of evangelism. Matthew 9:35-38; 22:37-39, and 28:18-20; Acts 1:8; Romans 10:9-15 and 12:20-21; Galatians 6:10; Colossians 2:6-10; 1 Peter 3:15.
- We believe that human life is sacred from conception to its natural end; and that we must have concern for the physical and spiritual needs of our fellow men. Psalm 139:13; Isaiah 49:1; Jeremiah 1:5; Matthew 22:37-39; Romans 12:20-21; Galatians 6:10.

ARTICLE VI **GOVERNMENT**

This Church is autonomous and directs its businesses and other matters operating under the following governmental structure:

- 6.1 **The Board of Elders:** The elders shall be persons of mature Christian experience and knowledge, who shall be expected to meet the requirements set forth in 1 Timothy 3 and Acts 6. Elders shall be at least 23 years old, and shall have been members of the church for at least one year. They shall currently support the church with their tithes and offerings, have a cooperative spirit, and regularly attend church services. Elders are elders for life if they are willing to serve, unless removed by

an action of the elder board, and provided they continue to serve as required herein, and are not under discipline.

The board of elders will have the powers and obligations and the authority to implement such power and obligations as described in the following:

- 6.1.1 Assist the senior pastors in the establishing of the goals, programs and achievements of the church.
- 6.1.2 They must approve every major business decision for the congregation and other matters.
- 6.1.3 To apply the corresponding authorities to exercise the ministry of the Church wherever needed.
- 6.1.4 To be part of the yearly assembly of the Church to present the budget. (It should be announced with two weeks of anticipation).
- 6.1.5 Evaluate the senior pastor every year.
- 6.1.6 To oversee and approve every salary increase of the senior pastors and all paid staff of the church.
- 6.1.7 To approve, coordinate and oversee the spiritual program of the church.
- 6.1.8 They will be ministers with the authority to minister the sacraments of the church. (Marriage, baptism, funeral, dedication, etc.). ????
- 6.1.9 The elder board shall have general charge and management of the affairs, funds, and property of the assembly. The church board shall have the authority to carry out the purposes of the church according to its charter and these bylaws.
- 6.1.10 The elder board shall participate in the examination of applications for membership and in the administration of discipline.
- 6.1.11 For so long as the church is temporarily without a pastor, the remaining members of the church board shall be empowered to select a temporary pastor-teacher.
- 6.1.12 The elder board shall elect a secretary and a treasurer from among its members.
- 6.1.13 The church board shall meet at the call of the chairman for the transaction of business, time and place to be

announced by the chairman. A majority of the board members present shall constitute a quorum.

6.2 Fiduciary Duties

The law imposes several fiduciary duties on officers, elders, and trustees, including the duties of due care and diligence, loyalty, avoidance of self-dealing, expending designated contributions for the purposes specified, and not commingling personal and corporate funds.

Officers: There shall be a president, secretary, and treasurer. The chairman of the elder board, by virtue of office, shall be the president of the corporation.

6.3 Senior Pastor

- 6.3.1 Shall be the spiritual overseer of the church
- 6.3.2 Shall be recognized as a member of the church board
- 6.3.3 Shall provide for all services of the church and shall specifically arrange for all special meetings, conventions, and revival campaigns. No person shall be invited to speak or preach in the church without his approval.
- 6.3.4 Shall be chairman of the nominating committee for the selection of deacons. The pastor shall privately interview those nominated, ascertaining their eligibility and availability to serve as deacons.
- 6.3.5 Should conduct a training class at least once a year on the responsibilities of the elder board, deacons, trustees, secretary, treasurer, and other church leaders. Such a training course shall be based upon the scriptural directives for church leadership and the church bylaws
- 6.3.6 Shall be an ex officio member of all committees.
- 6.3.7 Although all other members of the board of elders can be removed from their positions, the Senior Pastor of the church, according to the scriptural qualifications, can only be removed when there has been found and proven an immoral sin that will seriously impact on the integrity of the church, teaching in opposition to the statement of faith, incompetence in office, or mental or physical

illness disqualifying him from serving. There must be conclusive evidence of sin and a majority vote is necessary from the board of elders. In such case, the Elders can call an emergency meeting independently from the Senior Pastor.

- 6.3.8 Is an ex-officio member of every committee, department, and ministry that is functioning in the church.
- 6.3.9 Will hire and evaluate all members of the Staff and will be responsible for their salaries and filling any structure the departments and ministries in such a way that these will effectively serve the needs of the church.
- 6.3.10 Will design the program and structure the departments and ministries in such a way that these will effectively serve the needs of the church.
- 6.3.11 In the event that Kingsgate Church is without its senior pastor, the elder board will act as a search group to seek the Lord's will regarding the senior pastor. When elders are unanimous in their recognition of God's leadership toward a candidate, they will seek the affirmation of the members of Kingsgate Church in a special meeting called by the board of elders. A vote of at least three-fourths (75%) majority of all qualified church members voting is required to call a senior pastor. (Eph. 4:11)
- 6.3.12 He shall remain in office an indefinite period of time subject to the following reservation: If the elder board is in unanimous agreement (excluding the senior pastor) with the decision to remove the senior pastor from his position, it has the authority to dismiss the senior pastor, through the affirmation of a majority vote of Kingsgate Church Inc, in emergency meeting. Severance compensation shall be determined by the elder board.
- 6.3.13 The senior pastor shall give notice of his resignation to Kingsgate Church Inc, after having informed the elder board.

6.4 Secretary

- 6.4.1 Secretary: The secretary shall be an active voting member of this church for at least 1 year immediately

preceding election to office, and shall be a member of the elder board. Term of service shall be three years and can be renewed for additional three-year terms by the elder board

- 6.4.2 Shall keep the minutes of the official meetings of the church board and of the annual and special business meetings of the assembly.
- 6.4.3 Shall keep a record of the membership of the assembly and perform any other clerical work necessary to the proper discharge of his duties.
- 6.4.4 Shall be the custodian of all legal documents.
- 6.4.5 Shall file such annual corporation reports with the secretary of state as may be required by state law.

6.5 Treasurer

- 6.5.1 Treasurer: The treasurer shall be an active voting member of this church for at least 1 year immediately preceding election to office, and shall currently support the church with tithes, and shall have a cooperative spirit, and shall be faithful in attendance at church services. Term of service shall be three years and can be renewed for additional three-year terms by the elder board
- 6.5.2 Shall be entrusted with all the finances of the church, subject to the supervision of the elder board, and shall deposit all funds as a prudent investor would under the circumstances. The treasurer and one additional authorized person by the Elder Board must sign all checks issued on behalf of the church.
- 6.5.3 Shall keep an itemized account of receipts and disbursements, shall present a report for each regular meeting of the elder board, and shall present an annual report to the assembly in its annual business meeting. Shall meet with and give account to trustees according to a schedule established by the trustees.
- 6.5.4 Shall assist the assembly in acquiring and maintaining available tax exemptions under state and local law.
- 6.5.5 Shall provide a record of all identified giving to each donor at least annually.

6.5.6 Shall be the custodian of all the financial records of the church.

6.6 Title: All property of the church shall be deeded to the church and held in its name or, if required by law, to trustees acting on behalf of the church and their successors in office.

6.7 Trustees

6.7.1 Trustees will be guardians of the buildings and physical properties of the church.

6.7.2

Trustees will be nominated by the Elder Board. The board of trustees will be comprised of no fewer than three members. Nominated candidates will be affirmed or denied by the membership at the annual stated membership meeting.

Trustees will serve for three-year terms. After two consecutive terms, they may not be renominated for at least a year.

The church treasurer will attend trustee meetings and report to the trustees on a regular basis.

The chairman of the trustees will be an elder, reporting to the elder board. The trustees are responsible:

6.7.3 To receive and monitor every donation, moneys, and properties of any nature that through voluntary contributions or sale/purchase transactions has been awarded in the name of the Church.

6.7.4 To participate in and advise on every investment of the Church.

6.7.5 To participate in every yearly assembly and to recommend and track the budget.

6.8 Deacons

6.8.1 Deacons are the servant-ministers of the Church. Their purpose is to relieve the pastor(s) of the multitude of practical duties of caring for the flock. No specific, on-going deacon roles are mentioned in Scripture, probably because service needs change, and so the role of the

deacons must remain flexible. Perhaps this is why qualifications for deacons are stressed in Scripture rather than specific tasks. Deacons are to give their primary attention toward caring for the congregation's physical welfare. Deacons have the honor of modeling, for the local Church and the lost world, God's compassion, kindness, mercy, and love. As the Church compassionately cares for people's needs, the world sees a visible display of Christ's love, which will draw some people to the Savior. Deacons are to be an example of commitment, unity, and harmony in their service.

6.8.2 An elder must serve as chairman of the deacon board. All deacons will be elected by the Elder Board.

6.8.3 Deacons must possess the scriptural qualifications stated in I Tim. 3:8-10, 12-13, i.e.: 1) A man of dignity. 2) Not double-tongued. 3) Not given to substance abuse. 4) Not fond of sordid gain. 5) Holds to the mystery of faith with a clear conscience. 6) Must be tested. 7) Beyond reproach. 8) Husband of one wife. 9) Good managers of their children and their households. 10) Must have a wife that is honest, sober and faithful.

6.8.4 Additionally, deacons must be active members of the Church and spiritually qualified to serve as a deacon by tithing at the Church, attending Sunday morning worship, and demonstrating their commitment to growing as a follower of Christ.

6.8.5 The pastoral leadership has determined that there is nothing in scripture that prohibits a woman from serving as a deacon of the Church. Scripture implies that the deacon can only have one spouse at a time and must be faithful to that spouse. Deacons may also be single. Similarly, the proviso that deacons be good managers of their children and households does not necessitate that deacons be parents. Each of these biblical qualifications for a deacon is centered on personal character rather than stage of life.

6.8.6 Special training is required to serve as a deacon. He or she will complete the minimum training defined by the senior pastor. The training will be conducted by the

senior pastor and/or his designee. The senior pastor will determine the extent of training needed.

6.8.7TERM OF OFFICE: three years. Consecutive terms are acceptable and encouraged for those who are fulfilling their responsibilities as deacons.

6.8.8DUTIES AND RESPONSIBILITIES: The deacons are to effectively and carefully administer the Church's charitable activities. Although they meet, in many ways, the spiritual needs of those they serve, their primary service is related to physical needs. Specific duties include, but are not limited to:

6.8.9Administering the benevolence fund in accordance with the current benevolence policy.

6.8.10Assisting the senior pastor in the preparation and serving of the Lord's Supper.

6.8.11Any deacon may be removed from office if he or she becomes scripturally or spiritually unqualified as outlined above, or his or her inability to serve is established in the minds of the deacon board and/or the congregation.

6.9Staff members. Every person that is working in the church is considered as a part of the Staff.

6.9.1Should submit to the authority of the leadership that has been established.

6.9.2Should be an active member of the church.

6.9.3Should be in agreement with the statement of faith.

6.9.4Should support the church financially through their voluntary tithes and offerings.

6.9.5Every staff member will maintain his/her position as long as it is required or established by the elder board. They may be removed any time if they have stopped fulfilling the requirements of the position they occupy, or for financial reasons.

ARTICLE VII **MEMBERSHIP**

- 7.1 People need to make a commitment to the church in which they worship, particularly once they begin to consider it their home church. Prospective members will be expected to follow a path to membership. The Elders will assess readiness for membership.

Following is the criteria for membership in Kingsgate. A member must:

- 7.2 Be 18 years of age or older.
- 7.3 Be a committed follower of Jesus Christ as evidenced by consistency as a growing disciple.
- 7.4 Be baptized by immersion.
- 7.5 Commit to support Kingsgate Church, its leadership and ministries with a tithe of their time, talents and treasure.
- 7.6 Attend Kingsgate services faithfully
- 7.7 Find a place of service at Kingsgate.
- 7.8 Be actively seeking the in-filling of the Holy Spirit, which includes both the gifts and fruits of the Holy Spirit.
- 7.9 Agree with Kingsgate's Statement of Faith.
- 7.10 Be willing to submit to the biblical authority of Kingsgate, it's Pastors and Elders.
- 7.11 Agree to follow Matthew 18:15-17 as a biblical principle for offences and reconciliation.

Procedure for Membership Recognition

- 7.12 Those individuals eligible for membership who desire to become members of this church shall make written application to the senior pastor or elder board. The elder board shall have the right and authority to determine the eligibility and acceptability of all applicants for membership by majority vote. Those approved for membership by the elder board shall be received into the church publicly at any of its regular services, and their names thereupon added to the church membership roll.
- 7.13 By virtue of office, the pastor shall be considered an active voting member of the church during his tenure. The

pastor's spouse shall become an active voting member simultaneously with the pastor.

Junior Membership

- 7.14 Junior membership shall be available for young people under 18 years of age who give evidence of the new birth, meet the scriptural standards for membership as specified in these bylaws, and are approved by majority vote of the elder board. Written application is required as with any member.

Honorary Members

- 7.15 The elder board may approve honorary members by a unanimous vote of the members present. Honorary membership is available to any member who has left the church indefinitely. Honorary membership recognition shall continue as long as the member maintains a consistent Christian life, remains sound in doctrine, and maintains a cooperative attitude toward this home church

Inactive Membership

- 7.16 Active voting members who shall without good cause absent themselves from the services of the assembly for a period of one year may be declared inactive members by a majority vote of the elder board, and thereupon shall lose their voting privileges until they are restored to the fellowship, their standing to be settled by action of the elder board.

Discipline

- 7.17 Grounds: Discipline is an exercise of scriptural authority for which the church is responsible (Matthew 16:19; 18:15-20; Luke 17:3; John 20:23; Acts 16:4; Ephesians 5:11; 1 Timothy 5:20; 2 Timothy 4:2; Hebrews 13:17). The purpose of discipline is to promote repentance and restoration through exposing sinful behavior. It is to be redemptive in nature as well as corrective. Any member of the assembly is subject to discipline on the basis of

unscriptural conduct or doctrinal departure from the Statement of Faith, as determined by the elder board.

- 7.18 Procedure: The church will follow the disciplinary procedure set forth in Matthew 18:15-20. This procedure consists generally of the following steps: (1) The pastor or a designated member of the elder board discusses the matter with the member in an effort to resolve the matter privately; (2) if the first step does not resolve the matter, then the member shall meet with the pastor and elder board or with a designated committee of the elder board in an effort to resolve the matter privately; (3) if the first or second steps do not resolve the matter, then the member or the elder board may submit the matter to the membership of the church in a special membership meeting called for that purpose. Only active voting members of the church shall be permitted to attend such a special business meeting. The decision of a majority of the voting members present at such a meeting shall be final. A member found guilty may be dismissed from membership in the church (Matthew 18:17). However, lesser disciplinary sanctions may be imposed as appropriate, depending on the circumstances of each case.
- 7.19 Annual Business Meeting: There shall be an annual business meeting of the church, at which time the report of all officers shall be presented. The time and place shall be announced by the senior pastor. Notice of the date, time, and place of each annual business meeting shall be announced from the pulpit during morning worship services on each of the two Sundays immediately preceding the date of the meeting.
- 7.20 Special business meetings: may be called by a majority of the elder board. No business other than that specified in the notice of meeting shall be transacted at any special meeting of the assembly.
- 7.21 Parliamentary Order: All business meetings of the church shall be governed by parliamentary procedure as set forth in the current edition of Robert's Rules of Order Revised, in keeping with the spirit of Christian love and fellowship.

- 7.22 Qualifying of Voters: The voting constituency at all business meetings of the church shall consist of all active voting members who are present.
- 7.23 Members Under Process of Discipline: No member under the process of discipline shall be entitled to a vote until the process is completed.
- 7.24 Order of Business: The regular order of business for the annual business meeting of this church shall be as follows:
- a. Devotional
 - b. Reading of previous minutes
 - c. Report of treasurer
 - d. Report of committees
 - e. Unfinished business
 - f. New business
 - g. Adjournment

Only discussions germane to the stated agenda shall be allowed at annual meetings.

- 7.25 Membership Roll: The church board shall review the list of active voting members at least annually, at the regularly scheduled meeting of the board immediately preceding the annual business meeting, and compile a current list of active voting members.

ARTICLE VIII

INTERNAL ORGANIZATION

- 8.1 The senior pastor and the elders will determine if it will add or eliminate any department or ministry, based on the need or productivity, on a per case basis. The ministries will be a part of the program of the development of the vision that will be designed by the Senior Pastor in accordance with the elders. Every coordinator or director of a ministry or department will be a part of a Leadership Committee and should fulfill all the requirements established for these.

- 8.2 Every person that is a part of the Leadership Committee will receive a list of duties and responsibilities, which they will have to fulfill. Every year, they will receive a ministerial and personal review, which will eventually determine if they will be promoted or removed from their position. This evaluation will be carried out by the elder assigned to the ministry or department.
- 8.3 Sunday School: The Sunday School shall be considered as that ministry of the church which particularly provides for the teaching ministry and the spiritual care of the young of the flock. The board shall appoint the superintendent of the Sunday School from among the members of the church. The pastor and the superintendent of the Sunday School shall appoint all teachers and other workers of the Sunday School and, in consultation with the workers of the school, determine all policies and programs of the school.
- 8.4 Youth Ministries: The young people of the church shall be organized into a Youth Ministry. This organization shall elect its own officers, conduct its own services, and plan its own activities, subject to the authority of the church through the pastor and the church board.
- 8.5 Men's and Women's Ministries: There shall be a Men's Ministry and Women's Ministry which shall be formed and made operable under the supervision of the pastor and elder board.
- 8.6 Young Adults: The young adults of the church shall be organized into a Young Adult Ministry. This organization shall elect its own officers, conduct its own services, and plan its own activities, subject to the authority of the church through the pastor and the church board
- 8.7 Worship: Singers, musicians, celebration arts ministers and media support staff all working together to facilitate worship of the assembled congregation
- 8.8 Altar team
- 8.9 Ushers greeters, and security volunteers
- 8.10 Housekeeping and hospitality

ARTICLE IX
NEW ARTICLES

This article is provided in this constitution for the adoption of other articles that are in accordance with the same. The power to alter, to amend, or to adopt new articles or divisions in this Constitution is invested in the Board of Elders and should be approved by a majority.

ARTICLE X **AMENDMENTS**

This constitution could be amended or altered by the approval of every member of the Board of Elders.

ARTICLE XI **DISSOLUTION**

In case of the dissolution of the church:

- 11.1 **Dissolution.** The dissolution of the church will be determined by a unanimous decision of the board of elders.
- 11.2 **Debts.** In case of dissolution, the board of elders will make provision and arrangement for the payment in full of any debt of the church, using the funds that are available.
- 11.3 **Distribution of Funds.** In case of dissolution, the remaining church funds will be destined or distributed to another religious or charitable institution(s) whose purpose is parallel with that of the church. The determination of whether or not an entity meets that criteria will be made by the Board of Elders.

ARTICLE XII **FINANCES**

- 12.1 **Tithes and Offerings.** General funds will be used for the maintenance and operational cost of the church. These funds will be provided by voluntary actions from the members and friends of the organization, or through other means or sources that are in agreement with the moral principles of the church.
- 12.2 Trustees shall establish a procedure for organizing accounts and allocating income to those accounts in accord with the needs of

the church, as determined by the Board of Elders.

- 12.3 All funds for the maintenance of the church shall be provided by the voluntary contributions, tithes, and offerings of the members and friends of the organization. Offerings shall be accepted by the church at such times and in such ways as agreed upon by the elder board and shall be administered by the treasurer under their direction (Malachi 3: 10; Luke 6: 38; I Corinthians 16: 1,2; II Corinthians 9: 6-8).
- 12.4 Purchases and Sales of Property: All purchases of furnishings, equipment, and other items of tangible personal property exceeding \$50,000 in cost, and all purchases and sales of real property, shall be authorized by a vote of at least two-thirds of the voting membership who are in attendance at a regular or special meeting of the church.
- 12.5 Handling of Offerings All offerings shall be counted by at least two authorized persons before the funds are removed from the church building. An offering receipts form shall be signed in duplicate by those counting the offering, with one copy going to the treasurer and the other to the pastor. A record shall be kept of all receipts and disbursements of the local assembly and of all individual giving. Trustees shall establish a secure procedure for making bank deposits.
- 12.6 Pastoral Remuneration: The pastor shall be remunerated for his services by a salary or by other means agreed upon by the elder board and himself. The elder board shall review the pastor's remuneration at least annually.
- 12.7 Severance Pay: In the event a pastor is removed from office he shall be given a minimum of 2 months regular or average remuneration as severance pay, except in the case of moral turpitude.

ARTICLE XIII **NON-PROFIT CORPORATION**

This corporation has been organized according to the general incorporation laws of the state of New Jersey and is a qualified 501(c)(3) non-profit organization for federal tax purposes.

ARTICLE XIV
OPERATIONAL OFFICE

The main office of this corporation is located at 25 Andrews Drive, Woodland Park, NJ 07424.

ARTICLE XV
PLAN OF REIMBURSEMENT

- 15.1 In regard to reimbursements to the Senior Pastor for Expenses that are approved by the elders of Kingsgate, the Senior Pastor may choose either of the following two options:
- 15.1.1 Use of the corporate credit card for such expenses as meals, gasoline, accommodations; to cover related or required expenses in order to carry out the needs of Kingsgate
 - 15.1.2 Submit a reimbursement report of expenses that were paid from the Senior Pastor's personal accounts. Once Finance Office approves the report, a check will be cut to reimburse the Senior Pastor.