



HILLSPRING CHURCH

Making a Difference...Together!

BYLAW Revisions & Amendments

HillSpring Church

8801 West 41st Street
Sand Springs, Ok 74063
(918) 446-9273 ph
(918) 446-8430 fx

www.hillspring.tv



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September 3, 2025

Dear Hillspring Family,

In 2020, our Elder Team began updating key organizational documents such as our employee manual, marriage policies, and governing by-laws. Shortly thereafter, the global pandemic shifted our focus to other pressing needs.

Since then, some documents have been completed, and we are now resuming the process of updating our governing by-laws. The proposed updates include incorporating the name *Hillspring Church*, modernizing operational policies to reflect the needs of a growing church, and simplifying outdated structures.

Our original by-laws were modeled after our sponsor church in Broken Arrow—formerly Liberty Church, now Anthem Church. The proposed revisions also reflect best practices drawn from other churches, such as Church of the Highlands in Birmingham, Alabama.

The changes are not sweeping, but rather refinements. For example, we have removed titles and offices no longer in use, such as deacons. Today, the heart of our deacon ministry takes place through our small groups, which function differently than the model used in the mid-1990s. We have also added a clear process for pastoral succession, should the Senior Pastor—after serving faithfully for 10 years or more—transition from their role.

Enclosed you will find the original by-laws along with the proposed revisions. Changes are highlighted in red text for clarity. Please note that omitted sections are not referenced in the updated version.

According to the original by-laws (Article XIII – Other Provisions, Section 4: Amendments): *“Any amendments and/or additional by-laws shall be presented to the church membership for their input before implementation by the Elders.”*

In keeping with this process, we are making you aware of these proposed changes, which will be considered and voted on by the Board of Elders at our next scheduled meeting on **October 21, 2025**.

Your Elder Team is here to listen. If you would like to share feedback, please email Elders@HillSpring.tv, and your communication will be distributed to the full board.

Currently serving on our Board of Elders:

Brent Kellogg • Larry Moore • Charles Moore • Doug Dennis • Mike Pool

With Anticipation,

Brent Kellogg
Lead Pastor Hillspring Church
Brent.Kellogg@HillSpring.tv
www.HillSpring.tv

Existing Bylaws

HillSpring Church

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CORNERSTONE COMMUNITY CHURCH, inc.

PREAMBLE

We believe that as two or three of us come together in the name of Christ, He is in our midst. Therefore, we desire glorify the Lord in everything we do, do everything in love, and do all things for the strengthening of the church. — Matthew 18:20; 1 Corinthians 10:31; 16:14; 14:26.

Article I - LOCATION of OFFICES

The corporation known as Cornerstone Community Church, inc. is located at 8801 West 41st Street in Sand Springs, Oklahoma, 74063.

Article II - PURPOSE

Cornerstone Community Church, inc. (which shall be referred to as Cornerstone Church) is organized for religious, charitable or educational purposes. It exists to glorify the Lord Jesus Christ. Our primary source of purpose, vision, direction, authority, and principles of operation is the Holy Bible.

Simply stated, Cornerstone Church purposes to love the Lord, and express that love through worship and by making disciples equipped to reach the world for Jesus Christ.

Article III - BELIEFS

Section 1. We believe that:

- a) the Bible is the inspired word of God, His full written revelation, and our only rule of faith and practice.
- b) the unity and trinity of the Godhead.
- c) that God the Father — the first person of the Trinity is sovereign in all things.
- d) that Jesus Christ is God's only begotten Son, the sole Mediator. We further teach His pre-existence, His incarnation, His virgin birth, His sinless life, His substitutionary atonement, His bodily resurrection from the grave, his personal, visible return from heaven.
- e) the Holy Spirit, His personality and his activity in regeneration, sanctification, and preservation.
- f) that man was created in the image of God, that he sinned in Adam and that he is now a sinner by nature and by choice.
- g) that salvation is by grace through faith in Jesus Christ apart from human merit, works or ceremonies. Those who are in Christ are kept by God's power and persevere within that power.
- h) that the Church is the spiritual Body of Christ. He is the Head and his body is twofold in nature, that being universal and local. Also that the ordinances of the local church are two in number: baptism—the immersion of the believer in water following salvation, and the Lord's Supper—a memorial of the atoning death of Christ until he comes.
- i) the resurrection of the human body; the everlasting existence of all men, either in heaven or hell; divine judgements, rewards and punishments.

Section 2. Henceforth, unless the content otherwise requires the word "church" will be understood to

mean the local expression of the universal Church, as prescribed in Article I of these Bylaws.

Section 3. We ascribe to the statement of the Baptist Faith and Message, adopted by the Southern Baptist Convention in 2000, insofar as and as long as it is consistent to the Word of God.

Article IV - CORPORATE MEMBERSHIP

Section 1. CORPORATE MEMBERS

The corporation shall have no members. Any action which would otherwise require approval by a majority of all members shall only require approval of the Elders. All rights which would otherwise vest in the members shall vest in the Elders.

Section 2. MEMBERS OF THE CHURCH

Nothing contained in Section 1 of this article shall be construed to limit the right of the Corporation to refer to persons associated with the Corporation as “members” even though such persons are not corporate members, and no such reference in or outside the Bylaws shall constitute anyone being a corporate member. The Corporation may confer, by amendment of its articles or these Bylaws, some or all of the rights of a corporate member, as set forth and determined by the Elders, upon any person or persons who do not have the right to vote for the election of officers or on a disposition of substantially all of the assets of the Corporation or on a merger or on a dissolution or on changes to the Corporation’s Articles or Bylaws.

Article V - CHURCH MEMBERSHIP

Section 1. PURPOSE OF MEMBERSHIP

The congregation of Christian believers who have applied for membership and have been duly accepted shall constitute a spiritual body, united for the spiritual purpose set forth in Article II of these bylaws.

Section 2. ACTIVE MEMBERSHIP

Active membership in Cornerstone Community Church, inc. shall be open to all persons who confess Jesus Christ as Savior, who acknowledge Him as Lord of their lives, who have been Scripturally baptized, who have completed the *Discovering Cornerstone Membership Class (101)* evidenced by signing and returning a *Cornerstone Church Membership Covenant* card to the Senior Pastor, and have attended a Sunday morning service at least once in a continual three month period.

Section 3. VOTING PRIVILEGES

Membership in this church shall not vest in any member any proprietary rights in the Corporation but shall only entitle the member to vote at meetings of the members on those matters submitted to the church membership by the Elders. Voting privileges are restricted to active members who have passed their eighteenth (18th) birthday. Membership shall not be transferable by any member nor shall membership vest to any personal representative, heir or devisee.

Section 4. TERMINATION OF MEMBERSHIP

People shall be removed from membership because of:

- a) death.
- b) exclusion by the Elders, following the process of discipline outlined in Matthew 18; 1 Corinthians 5; and other related Scriptural principles.
- c) transfer of membership upon joining another church.

- d) erasure upon request of the member.

Section 5. MEETINGS OF THE MEMBERS

- a) **Worship / Ministry Meetings.** The church will gather regularly on the first day of the week and at other times deemed necessary for the carrying out of its purpose as set forth in Article II of the Bylaws.
- b) **Business Meetings.** An annual business meeting of church members shall be held at the principal offices of the church some time in November or December of each year. During this meeting, the members shall consider reports of the affairs of the Corporation. This meeting will include but not be limited to the Elders' "State of the Church" report and the presentation of the proposed church budget for the ensuing year.
- c) **Special Meetings.** Special meetings of the members may be called at any time by order of the Senior Pastor / Teacher, the Chairman or Vice Chairman of the Elders, or by a quorum of the members of the Elders. Notice of special meetings shall be given from the pulpit at least seven (7) days prior to the meeting.
- d) **Quorum.** At all meetings of the members the members present shall constitute a quorum, except for the unique circumstance of voting for a new pastor as described in Article XI, Section 1, paragraph f), subparagraph 3] of these Bylaws.

Section 6. MEETINGS WITH ELDERS

Any active church member as set forth in Article V, section 2 of these Bylaws may meet privately with the Elders by requesting to be placed on the agenda one week prior to the next scheduled meeting. Such requests may be made through the Pastor's Secretary or Elders.

Section 7. LIMITATIONS

Subject to the provisions of Article IV, Section 2, those admitted to the church membership do not constitute a legislative body, nor do they constitute members in the Corporation and they cannot vote, pass resolutions binding upon the Corporation, nor shall they have any equity in the real property of the Corporation, or rights to vote on its disposal. Said property of the Corporation is dedicated to religious, charitable or educational purposes as outlined in the Articles of Incorporation.

SECTION 8. PRINCIPLE OF ELDER RULE

The decisions made by the Elders concerning church membership shall be final and there shall be no appeal to any court from that decision.

Article VI - CHURCH AFFILIATION

SECTION 1. MEMBERSHIP

The church is affiliated with the Tulsa Metro Baptist Association, Baptist General Convention of Oklahoma, and the Southern Baptist Convention insofar as and as long as these bodies are committed to assist and cooperate with the church in the fulfilling of its purpose as set forth in Article II of these Bylaws.

SECTION 2. MESSENGERS

The allotted messengers to the Tulsa Metro Baptist Association, Baptist General Convention of Oklahoma, and the Southern Baptist Convention shall be appointed by the elders. The term of service shall be one year.

ARTICLE VII - ELDERS

Section 1. QUALIFICATIONS

Elders must qualify according to the Scriptural standards set in 1 Timothy 3:1-7 and Titus 1:5-9, and must be active members of Cornerstone Church.

Section 2. NUMBER OF ELDERS

Cornerstone Church shall have no more than seven elders until such a time when the church has grown too large for seven elders to reasonably serve the church.

Section 3. APPOINTMENT AND ORDINATION

a) Appointment.

- 1] Individuals who seek the office may approach any current elder and ask to be considered as a candidate. That elder will present this candidate to the rest of the elders for consideration.
- 2] A representative of the current elders may ask selected individuals to become an elder.
- 3] Any church member may recommend a man to the elders at any time.
- 4] The elders will present the elder candidates to the church family, inviting feedback for not less than two weeks, concerning the Scriptural qualifications of each candidate.
- 5] After further review, if needed, the approved candidates will be appointed and presented to the church body for a ceremony of recognition and ordination.

b) Ordination

- 1] Each new elder will be ordained in front of the church body.
- 2] If he has previously been ordained, he need not be reordained as long as his ordination conforms to the purpose and qualifications of Cornerstone Church.
- 3] Ordination is for life.

Section 4. TERM OF OFFICE

- a) As Cornerstone grows and the pool of qualified elders increases, elders will serve for five years, then go inactive for no less than one year. After one year they become eligible to serve again.
- b) Until that time, all elders will serve as long as they are active members, or with any exceptions outlined in Article VII, Section 5.
- c) An elder may request a leave of absence or a sabbatical for a specific period of time for personal reasons and is eligible to return to active status after submitting a letter of request to the remaining elders and a unanimous vote of remaining elders.

Section 5. REMOVAL FROM OFFICE

An elder may be removed from office if the remaining elders unanimously agree on his removal for either of the following reasons:

- a) He becomes unwilling or unable to faithfully serve as an elder.
- b) He becomes Scripturally disqualified.

Any accusation against an elder must follow the 1 Tim 5:19-20 guidelines.

Section 6. RESPONSIBILITIES

- a) The elders shall be responsible for the general oversight of the spiritual welfare of the church (Acts 6:4).
- b) The elders shall be responsible for the administrative duties necessary to keep the church functioning (the “business” part of the church).

Section 7. MEETINGS

- a) Elders will meet at least once a month as needed, at the time, date, and place determined by the Head Elder.
- b) Active church members may attend regular elder meetings.
- c) Elders may declare a meeting closed to the general membership when discussing personnel matters or other issues deemed confidential by the elders.
- d) The Head Elder, President, Secretary, Treasurer, or any two elders may call a Special Elder Meeting. Notice must be received by all elders at least twenty-four (24) hours prior to the meeting.
- e) A simple majority constitutes a quorum in any elder meeting.

Section 8. ACTION WITHOUT MEETING

The elders may take action without a meeting if all the elders consent in writing to a document detailing the action. Such consent will have the same effect as a unanimous vote.

Section 9. DECISIONS OF ELDERS

- a) A unanimous by the elders is required but not limited to all decisions concerning property and staffing.
- b) Any elder may request a unanimous vote from all elders for any other decision.
- c) The elders shall be the final authority in the interpretation, application and exceptions to these by-laws.

Section 10. OFFICERS OF THE ELDERS

- a) Head Elder. The Senior Pastor / Teacher is the Head Elder, and serves as the Chief Executive Officer or Chairman of the Elders. He shall preside at all Elder meetings, and supervises the activities, officers, and employees of Cornerstone Church. The Head Elder shall appoint the other Officers of the Elders.
- b) President. The President serves as a Vice-Chairman of the Elders, and in the absence or disability of the Head Elder, shall perform his duties. He is the President of the non-profit corporation known as Cornerstone Community Church, Inc., and shall represent Cornerstone in all legal matters.
- c) Secretary. The Secretary is responsible for keeping a record (book of minutes) of all Elder meetings and actions. The Secretary shall be the custodian of the Corporate Seal.
- d) Treasurer. The Treasurer shall be the chief financial officer of Cornerstone Church, and is responsible for keeping and maintaining (*or cause to be kept and maintained*) adequate and correct books and records of account of the church, and for the collection and disbursement of funds. Pertinent records shall be open for inspection by any church member in good standing

when accompanied by the Treasurer. He shall make the financial reports at the Elders Meetings and when requested to do so at special church meetings.

- e) Other Officers. Other officers of the Elders may appointed from time to time as the Elders deem necessary. In the absence or at the request of the Secretary or Treasurer, the Head Elder may appoint an Assistant to the Secretary or Treasurer from the elders.

ARTICLE VIII - DEACONS

Section 1. QUALIFICATIONS

Deacons must qualify according to the Scriptural descriptions and standards set in 1 Timothy 3:8 -13 and Acts 6:1-7, and must be active members of Cornerstone Church.

Section 2. NUMBER OF DEACONS

There shall be a plurality of deacons.

Section 3. APPOINTMENT AND ORDINATION

a) Appointment.

- 1] Individuals who seek the office may approach any current elder and ask to be considered as a candidate. That elder will present this candidate to the rest of the elders for consideration.
- 2] A representative of the current elders may ask selected individuals to become a deacon.
- 3] Any church member may recommend a man to the elders at any time.
- 4] The elders will present the deacon candidates to the church family, inviting feedback for not less than two weeks, concerning the Scriptural qualifications of each candidate.
- 5] After further review, if needed, the approved candidates will be appointed and presented to the church body for a ceremony of recognition and ordination.

b) Ordination

- 1] Each new deacon will be ordained in front of the church body.
- 2] If he has previously been ordained, he need not be reordained as long as his ordination conforms to the purpose and qualifications of Cornerstone Church.
- 3] Ordination is for life.

Section 4. TERM OF OFFICE

- a) Deacons will serve for three years, then go inactive for no less than one year. After one year they become eligible to serve again.
- b) One third of the deacon body should rotate off every year.
- c) Rotations for the first group of deacons may occur between the second and fifth years of office as the elders deem necessary.

Section 5. REMOVAL FROM OFFICE.

A deacon may be removed from office if the remaining elders unanimously agree on his removal for either of the following reasons:

- a) He becomes unwilling or unable to faithfully serve as a deacon.
- b) He becomes Scripturally disqualified.

Any accusation against a deacon must follow the Matt 18:15-18 and 1 Timothy 5:19-20 guidelines.

Section 6. RESPONSIBILITIES

- a) The deacons shall be responsible for assisting the elders in the ministry of the church (Acts 6:3-4).
- b) The deacons shall be responsible for ministering to the families of Cornerstone. All of the Cornerstone members and regular attendees will be divided among the deacons. Basic duties include:
 - 1] Making sure that each family is at Cornerstone. If a family misses more than one week, the deacon should contact the family.
 - 2] Making contact (letter, phone call, personal visit) with every individual in each family for major occasions such as birthdays, graduations, weddings, births, deaths, and hospital stays.
 - 3] Being available for spiritual guidance & prayer for each family.

Section 7. MEETINGS

- a) Deacons will meet at least once a month as needed, at the time, date, and place determined by the Head Elder.
- b) Active church members may attend regular deacon meetings.
- c) Deacons may declare a meeting closed to the general membership when discussing matters deemed confidential by the deacon body or elder overseer.
- d) The Head Elder, Chairman of the Deacons, Secretary, or any two deacons may call a Special Deacon Meeting. Notice must be received by all deacons at least twenty-four (24) hours prior to the meeting.
- e) A simple majority of the Deacons currently serving shall constitute a quorum

Section 8. ACTION WITHOUT MEETING

The deacons may take action without a meeting if all the deacons consent in writing to a document detailing the action.

ARTICLE IX - COUNCILS AND/OR COMMITTEES

Section 1. STANDING COUNCILS AND/OR COMMITTEES.

The church members will nominate persons for all standing committees. The Elders will select committee members from these nominations. The number of standing committees needed will be presented during the annual "State of the Church" address. These councils and/or committees shall perform tasks solely in accordance with the duties and powers specifically delegated by the Elders.

Section 2. SPECIAL COUNCILS AND/OR COMMITTEES.

The Elders may appoint various special councils and/or committees from the staff and the church membership. These councils and/or committees shall perform tasks solely in accordance with the duties and powers specifically delegated by the Elders.

Section 3. TERM.

All councils and/or committees shall exist for the period specified by the elders.

ARTICLE X - ORDINATION to BIBLICAL OFFICES

Section 1. ORDINATION.

Ordination refers to the unanimous recognition by the Elders of a man's call to the office of Elder or to the office of Deacon. Ordination shall be conferred for life, so long as the man continues to manifest the qualifications of the office.

Section 2. REVOCATION.

Ordination may be revoked by unanimous decision of the elders.

ARTICLE XI - PASTOR & STAFF

Section 1. SENIOR PASTOR/TEACHER.

- a) Purpose. The Senior Pastor/Teacher shall arrange for and/or conduct all services of the church.
- b) Qualifications. The Senior Pastor/Teacher shall fulfill the same qualifications as set forth for elders in Article VII, Section 1 of these Bylaws, with the understanding that his membership into Cornerstone Church may follow, not precede his selection into office.
- c) Term of Office. The term of office is for life.
- d) Removal from office. The Senior Pastor/Teacher may be removed from office if the remaining Elders unanimously agree on his removal for either of the following reasons:
 - 1] He becomes unwilling or unable to faithfully serve as the Senior Pastor/Teacher.
 - 2] He becomes Scripturally disqualified.
- e) Any accusation against the Senior Pastor/Teacher must follow the 1 Tim 5:19-20 guidelines.
- f) Election of a new Senior Pastor/Teacher.
 - 1] If such a time occurs when the office of Senior Pastor/Teacher is vacant the elders shall appoint a Pulpit Search Committee to search for a qualified, suitable replacement. That committee shall make its recommendation to the elders for discussion and unanimous vote for a specific candidate for office to present to the church body.
 - 2] The candidate for Senior Pastor/Teacher shall then be presented to the church body concerning his qualifications, capabilities, and calling. A final decision shall then be made by vote from active Cornerstone Church members.
 - 3] Quorum. Two-thirds (2/3) of the active members of Cornerstone Church constitutes a quorum when voting for the office of Senior Pastor/Teacher.
 - 4] A passing vote is needed by two-thirds (2/3) of said quorum to receive the candidate for office.

Section 2. STAFF.

All other staff shall be chosen by the Senior Pastor/Teacher or his selected representatives, subject to approval of the elders. The other staff's responsibilities shall be derived from those of the Senior Pastor/Teacher. Should a vacancy occur in the office of the Senior Pastor/Teacher, the other staff shall carry out those duties under the oversight of the Elders.

Section 3. REMOVAL OF STAFF FROM OFFICE.

The Senior Pastor/Teacher may terminate any other staff from office upon approval from the remaining Elders, for any of the following reasons:

- a) He or she becomes unwilling or unable to faithfully serve as a staff member.
- b) He or she becomes Scripturally disqualified.
- c) It is agreed upon by the unanimous opinion of the Elders that it would be in the best interest for the church for the staff person to leave.
- d) It is agreed upon by the unanimous opinion of the Elders that a staff person violates the doctrinal beliefs and practices of this church.

Section 4. PERSONNEL POLICIES

The Elders shall establish any and all personnel policies that they may deem necessary. All employees shall be members of this Church or shall submit their employment status to the approval of the Elders and shall sign a document stating their submission to the doctrinal beliefs and practices of this Church. If, in the opinion of the Elders, these beliefs and practices are violated, it shall be just cause for termination of employment.

ARTICLE XII - SETTLEMENTS OF DISPUTES

In any dispute arising between church members, pastors, or staff pertaining to any matters of spiritual teaching or practices, church finances or title to property purchased with church contributions, the dispute shall be resolved by the Elders of the church. A decision shall be reached after prayerful consideration in a spirit of humility, with each Elder regarding one another before himself.

ARTICLE XIII - OTHER PROVISIONS

Section 1. ENDORSEMENTS IF DOCUMENTS; CONTRACTS

The Elders, except as otherwise provided in the Bylaws, may authorize any officer or officers, agent or agents, to enter into any contract or execute any instrument in the name of and on behalf of the Corporation. Such authority may be general or confined to specific instances. Unless so authorized by the Elders, no officer, agent or employee shall have the power or authority to bind the Corporation by any contract or agreement, or to pledge its credit, or to render it liable for any purpose or to any amount.

Subject to the provisions of applicable law, any note, mortgage, evidence of indebtedness, contract, conveyance, or other instrument in writing and any assignment or endorsement thereof executed or entered into between this Corporation and any other person, when signed jointly by the President or Vice President, and Secretary or Assistant Secretary of the Corporation shall be valid and binding on this Corporation.

Section 2. REPRESENTATION OF SHARES OF OTHER CORPORATIONS

The Chairman or any other officer or officers authorized by the Elders are each authorized to vote, represent and exercise on behalf of the Corporation all rights incident to any and all shares of any other corporation or corporations standing in the name of the Corporation. The authority herein granted may be exercised either by any such officer in person or by any other person authorized to do so in proxy or power of attorney duly executed by said officer.

Section 3. CONSTRUCTION AND DEFINITIONS

Unless the context otherwise requires, the general provisions, rules of construction and definitions contained in the general provisions of the Oklahoma General Corporation Act, the Oklahoma Nonprofit Corporation Law and in the Oklahoma Nonprofit Religious Corporation Law shall govern the construction of the Bylaws.

Section 4. AMENDMENTS

These Bylaws may be amended and new and/or additional Bylaws may be made from time to time at any time by the Elders in the exercise of the power granted to said Elders in these Bylaws. Any amendments and/or additional Bylaws shall be presented to the church membership for their input before implementation by the Elders.

Section 5. RECORD OF AMENDMENTS.

Whenever an amendment or new Bylaw is adopted, it shall be copied in the book of minutes with the original Bylaws, in the appropriate place. If any Bylaw is repealed, the fact of repeal with date of the meeting at which the repeal was enacted or written assent was filed shall be stated in said book. A copy of any amended and/or new Bylaws shall be made available to the active church members.

ARTICLE XIV- RECEIPT, INVESTMENT and DISBURSEMENT of FUNDS

Section 1.

The Corporation shall receive all monies and/or other properties transferred to it for the purpose for which the Corporation was formed (as shown by the Articles of Incorporation). However, nothing contained herein shall require the Elders to accept or receive any money or property of any kind if it shall determine in its discretion that receipt of such money or property is contrary to the expressed purposes of the corporation as shown by said Article.

Section 2.

The Corporation shall hold, manage, and disburse any funds or properties received by it from any source in a manner that is consistent with the expressed purposes of this Corporation.

ARTICLE XV - RECORDS AND REPORTS

Section 1. Records.

The Corporation shall maintain adequate and correct accounts, books and records of its business and properties. All such books, records and accounts shall be kept at its principle place of business in the State of Oklahoma, as fixed by the Elders from time to time.

Section 2. Inspection of Books and Records.

Every Elder shall have the absolute right at any reasonable time to inspect all books, records, documents of every kind, and the physical properties of the Corporation, and also of its subsidiary

organizations, if any.

ARTICLE XVI - DISSOLUTION

Upon dissolution of this Corporation, the board of Elders shall cause the assets herein to be distributed to another corporation with purposes similar to that identified in Article II of these Bylaws.

ARTICLE XVII - PREVIOUS CONSTITUTIONS AND BYLAWS

Upon approval of these Bylaws all previous Constitutions and Bylaws shall be null and void.

Updated Bylaws

Proposed changes indicated in red text.

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Simply stated, HillSpring Church purposes to help people Know God, Find Freedom, Discover their Purpose and Make A Difference.

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Section 1. We believe that:

- A) The Bible is the inspired word of God, His full written revelation, and our only rule of faith and practice.
- B) The unity and trinity of the Godhead.
- C) That God the Father — the first person of the Trinity is sovereign in all things.
- D) that Jesus Christ is God's only begotten Son, the sole Mediator. We further teach His pre-existence, His incarnation, His virgin birth, His sinless life, His substitutionary atonement, His bodily resurrection from the grave, his personal, visible return from heaven.
- E) The Holy Spirit, His personality and his activity in regeneration, sanctification, and preservation.
- F) That man was created in the image of God, that he sinned in Adam and that he is now a sinner by nature and by choice.
- G) That salvation is by grace through faith in Jesus Christ apart from human merit, works or ceremonies. Those who are in Christ are kept by God's power and persevere within that power.
- H) That the Church is the spiritual Body of Christ. He is the Head, and his body is twofold in nature, that being universal and local. Also, that the ordinances of the local church are two in number: baptism—the immersion of the believer in water following salvation, and the Lord's Supper—a memorial of the atoning death of Christ until he comes.

- l) the resurrection of the human body; the everlasting existence of all men, either in heaven or hell; divine judgements, rewards and punishments.

Section 2.

* Henceforth, unless the content otherwise requires the word “church” will be understood to mean the local expression of the universal Church, as prescribed in Article I of these Bylaws.

Section 3. We ascribe to the HillSpring Church Statement of Beliefs insofar as and as long as it consistent to the World of God.

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Section 1. Corporate Members

The corporation shall have no members. Any action which would otherwise require approval by a majority of all members shall only require approval of the Elders. All rights which would otherwise vest in the members shall vest in the Elders.

Section 2. Members of the Church

Nothing contained in Section 1 of this article shall be construed to limit the right of the Corporation to refer to persons associated with the Corporation as “members” even though such persons are not corporate members, and no such reference in or outside the Bylaws shall constitute anyone being a corporate member. The Corporation may confer, by amendment of its articles or these Bylaws, some, or all of the rights of a corporate member, as set forth and determined by the Elders, upon any person or persons who do not have the right to vote for the election of officers or on a disposition of substantially all of the assets of the Corporation or a merger or on a dissolution or on changes to the Corporation’s Articles or Bylaws.

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Section 1. Purpose of Membership

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Membership in this church shall not vest in any member any proprietary rights in the Corporation but shall only entitle the member to vote at meetings of the members on those matters submitted to the church membership by the Elders. Voting privileges are restricted to active members who have passed their eighteenth (18th) birthday. Membership shall not be transferable by any member nor shall membership vest to any personal representative, heir, or devisee.

Section 4. Termination of Membership

People shall be removed from membership because of:

- A) Death.
- B) Exclusion by the Elders, following the process of discipline outlined in Matthew 18; 1 Corinthians 5; and other related Scriptural principles.
- C) Transfer of membership upon joining another church.
- D) Erasure upon request of the member.

Section 5. Meetings of the Members

- A) Worship / Ministry Meetings. The church will gather regularly on the first day of the week and at other times deemed necessary for the carrying out of its purpose as set forth in Article II of the Bylaws.
- B) Business Meetings. Once a year as deemed by the Head Elder / Pastor a state of the Church shall be presented to the membership of HillSpring Church.
- C) Special Meetings. Special meetings of the members may be called at any time by order of the Senior Pastor / Teacher, the Chairman or Vice Chairman of the Elders, or by a quorum of the members of the Elders. Notice of special meetings shall be given from the pulpit at least seven (7) days prior to the meeting.
- D) Quorum.
At all meetings of the members the members present shall constitute a quorum, except for the unique circumstance of voting for a new pastor as described in Article XI, Section 1, paragraph f), subparagraph 3] of these Bylaws.

Section 6. Meetings with Elders

Any active church member as set forth in Article V, section 2 of these Bylaws may meet privately with the Elders by requesting to be placed on the agenda one week prior to the next scheduled meeting. Such requests may be made through the Pastor's Secretary or Elders.

Section 7. Limitations

Subject to the provisions of Article IV, Section 2, those admitted to the church membership do not constitute a legislative body, nor do they constitute members in the Corporation, and they cannot vote, pass resolutions binding upon the Corporation, nor shall they have any equity in the real property of the Corporation, or rights to vote on its disposal. Said property of the Corporation is dedicated to religious, charitable, or educational purposes as outlined in the Articles of Incorporation.

SECTION 8. Principle of Elder Rule

The decisions made by the Elders concerning church membership shall be final and there shall be no appeal to any court from that decision.

Article VI – General Provisions

Section 1: Autonomy.

The Church is autonomous and maintains the right to govern its own affairs, independent of any denominational control. Recognizing, however, the benefits of cooperation with other Churches in world missions and otherwise, this Church may voluntarily affiliate with any Churches of like precious faith.

Bylaws.

ARTICLE VII - ELDERS

Section 1. Qualifications

- A) Elders must qualify according to the Scriptural standards set in 1 Timothy 3:1-7 and Titus 1:5-9, and must be active members of HillSpring Church.
- B) Must faithfully serve in a ministry at HillSpring Church.
- C) Must faithfully give to ministry of HillSpring Church.
- D) Must be actively engaged in the Ministries of HillSpring Church, such as small groups, generational ministries, worship ministry etc.

Section 2. Number of Elders

HillSpring Church shall have no more than seven elders until such a time when the church has grown too large for seven elders to reasonably serve the church.

Section 3. Appointment and Ordination

A) Appointment.

- 1) Individuals who seek the office may approach any current elder and ask to be considered as a candidate.
- 2) That elder will present this candidate to the rest of the elders for consideration.
- 3) A representative of the current elders may ask selected individuals to become an elder.
- 4) Any church member may recommend a man to the elders at any time.
- 5) The board of Elders will be made known to the church once a year. All newly appointed elders are approved by a majority vote of existing Elders.
- 6) After further review, if needed, the approved candidates will be appointed and presented to the church body for a ceremony of recognition and ordination.

B) Ordination

- 1) Each new elder will be ordained in front of the church body.
- 2) If he has previously been ordained, he need not be re-ordained as long as his ordination conforms to the purpose and qualifications of HillSpring Church.
- 3) Ordination is for life. Unless an elder is living a life unworthy of the calling of the office of elder. HillSpring Church – does reserve the right to revoke an Ordination of Eldership.

Section 4. Term of Office

- A) Elders will serve for five years, then go inactive for no less than one year. After one year they become eligible to serve again.
- B) Elders must be reappointed by a majority vote of the remaining elder body. Where they will qualify to serve for another five-year term.
- C) Until that time, all elders will serve as long as they are active members, or with any exceptions outlined in Article VII, Section 5.
- D) An elder may request a leave of absence or a sabbatical for a specific period of time for personal reasons and is eligible to return to active status after submitting a letter of request to the remaining elders and a unanimous vote of remaining elders.

Section 5. Removal from Office

An elder may be removed from office if the remaining elders unanimously agree on his removal for either of the following reasons:

- A) He becomes unwilling or unable to faithfully serve as an elder.
- B) He becomes Scripturally disqualified.

Any accusation against an elder must follow the 1 Tim 5:19-20 guidelines.

Section 6. Responsibilities

- A) The elders shall be responsible for the general oversight of the spiritual welfare of the church.
- B) The elders shall be responsible for the administrative duties necessary to keep the church functioning (the “business” part of the church).

Section 7. Meetings

- A) Elders will meet as needed, at the time, date, and place determined by the Head Elder.
- B) Active church members may attend regular elder meetings.

- C) Elders may declare a meeting closed to the general membership when discussing personnel matters or other issues deemed confidential by the elders.
- D) The Head Elder, President, Secretary, Treasurer, or any two elders may call a Special Elder Meeting.
Notice must be received by all elders at least twenty-four (24) hours prior to the meeting.
- E) A simple majority constitutes a quorum in any elder meeting.

Section 8. Action Without Meeting

- A) The elders may take action without a meeting if all the elders consent in writing to a document detailing the action. Such consent will have the same effect as a unanimous vote.
- B) Elders may act through electronic means such as email when necessary for the efficiency of the business of the Church.

Section 9. Decisions of Elders

- A) A unanimous by the elders is required but not limited to all decisions concerning property and staffing.
- B) Any elder may request a unanimous vote from all elders for any other decision.
- C) The elders shall be the final authority in the interpretation, application, and exceptions to these by-laws.

Section 10. Officers of the Elders

- A) Head Elder. The Senior Pastor / Teacher is the Head Elder, and serves as the Chief Executive Officer or Chairman of the Elders. He shall preside at all Elder meetings, and supervises the activities, officers, and employees of HillSpring Church. The Head Elder shall appoint the other Officers of the Elders.
- B) President. The President serves as a Vice-Chairman of the Elders, and in the absence or disability of the Head Elder, shall perform his duties. He is the President of the non-profit corporation known as Cornerstone Community Church, Inc. (DBA HillSpring Church) , and shall represent HillSpring Church in all legal matters.
- C) Secretary. The Secretary is responsible for keeping a record (book of minutes) of all Elder meetings and actions. The Secretary shall be the custodian of the Corporate Seal.
- D) Treasurer. The Treasurer shall be the chief financial officer of HillSpring Church, and is responsible for keeping and maintaining (or cause to be kept and maintained) adequate and correct books and records of account of the church, and for the collection and disbursement of funds. Pertinent records shall be open for inspection by any church member in good standing when accompanied by the Treasurer.
He shall make the financial reports at the Elders Meetings and when requested to do so at special church meetings. **The Church Treasure does not have to be a serving Elder of HillSpring Church – but rather can be a servant of the church or staff.**

- E) Other Officers. Other officers of the Elders may be appointed from time to time as the Elders deem necessary. In the absence or at the request of the Secretary or Treasurer, the Head Elder may appoint an Assistant to the Secretary or Treasurer from the elders.

ARTICLE VIII - COUNCILS AND/OR COMMITTEES

Section 1. Standing Councils and/or Committees.

The Elders will select committee members. These councils and/or committees shall perform tasks solely in accordance with the duties and powers specifically delegated by the Elders.

Section 2. Special Councils and/or Committees.

The Elders may appoint various special councils and/or committees from the staff and the church membership. These councils and/or committees shall perform tasks solely in accordance with the duties and powers specifically delegated by the Elders.

Section 3. Term.

All councils and/or committees shall exist for the period specified by the elders.

ARTICLE IX – ORDINATION to BIBLICAL OFFICES

Section 1. Ordination.

Ordination refers to the unanimous recognition by the Elders of a man's call to the office of Pastor, Elder or to the office of Deacon. Ordination shall be conferred for life, so long as the man continues to manifest the qualifications of the office.

Section 2. Revocation.

Ordination may be revoked by unanimous decision of the elders.

ARTICLE X - PASTOR & STAFF

Section 1. Senior Pastor

Purpose.

The Senior Pastor shall arrange for and/or conduct all services of the church.

Qualifications. The Senior Pastor shall fulfill the same qualifications as set forth for elders in Article VII,

Section 1 of these Bylaws, with the understanding that his membership into HillSpring Church may follow, not precede his selection into office.

Term of Office.

The term of office is for life.

Removal from office.

The Senior Pastor may be removed from office if the remaining Elders unanimously agree on his removal for either of the following reasons:

- A) He becomes unwilling or unable to faithfully serve as the Senior Pastor.
- B) He becomes Scripturally disqualified.

Any accusation against the Senior Pastor must follow the 1 Tim 5:19-20 guidelines.

Election of a new Senior Pastor.

If such a time occurs when the office of Senior Pastor is vacant the elders shall appoint a Senior Pastor Search Committee to search for a qualified, suitable replacement. That committee shall make its recommendation to the elders for discussion and unanimous vote for a specific candidate for office to present to the church body. The Elders may also serve as that committee.

The candidate for Senior Pastor shall then be presented to the church body concerning his qualifications, capabilities, and calling. A final decision shall then be made by vote from active HillSpring Church members.

Quorum. Two-thirds (2/3) of the active members of HillSpring church constitutes a quorum when voting for the office of Senior Pastor.

A passing vote is needed by two-thirds (2/3) of said quorum to receive the candidate for office.

Succession: Should the Senior Pastor be in good standing and has served in his role for a period of more than 10 years, He shall be granted a priority nomination in his replacement as Senior Pastor. His replacement must still follow two-thirds (2/3) of the active membership of HillSpring church voting guidelines.

Should the Senior Pastor NOT be in good standing – the Senior Pastor Search protocol diverts directly to the board of elders.

Section 2. Staff.

All other staff shall be chosen by the Senior Pastor or his selected representatives. The other staff's responsibilities shall be derived from those of the Senior Pastor or his representatives. Should a vacancy occur in the office of the Senior Pastor, the other staff shall carry out those duties under the oversight of the Elders.

Section 3. Removal of Staff from office.

The Senior Pastor/Teacher may terminate any other staff from office:

- A) He or she becomes unwilling or unable to faithfully serve as a staff member.
- B) He or she becomes Scripturally disqualified.
- C) It is agreed upon by the majority opinion of the Elders that it would be in the best interest for the church for the staff person to leave.
- D) It is agreed upon by the majority opinion of the Elders that a staff person violates the doctrinal beliefs and practices of this church.

Section 4. Personnel Policies

The Elders shall establish any and all personnel policies that they may deem necessary. All employees shall be members of this Church or shall submit their employment status to the approval of the Elders and shall sign a document stating their submission to the doctrinal beliefs and practices of this Church. If, in the opinion of the Elders, these beliefs and practices are violated, it shall be just cause for termination of employment.

ARTICLE XII - SETTLEMENTS OF DISPUTES

In any dispute arising between church members, pastors, or staff pertaining to any matters of spiritual teaching or practices, church finances or title to property purchased with church contributions, the dispute shall be resolved by the Elders of the church. A decision shall be reached after prayerful consideration in a spirit of humility, with each Elder regarding one another before himself.

ARTICLE XIII - OTHER PROVISIONS

Section 1. Endorsements of Documents; Contracts

The Elders, except as otherwise provided in the Bylaws, may authorize any officer or officers, agent or agents, to enter into any contract or execute any instrument in the name of and on behalf of the Corporation. Such authority may be general or confined to specific instances. Unless so authorized by the Elders, no officer, agent or employee shall have the power or authority to bind the Corporation by any contract or agreement, or to pledge its credit, or to render it liable for any purpose or to any amount.

Subject to the provisions of applicable law, any note, mortgage, evidence of indebtedness, contract, conveyance, or other instrument in writing and any assignment or endorsement thereof executed or entered into between this Corporation and any other person, when signed jointly by the President or Vice President, and Secretary or Assistant Secretary of the Corporation shall be valid and binding on this Corporation.

Section 2. Representation of Shares of Other Corporations

The Chairman or any other officer or officers authorized by the Elders are each authorized to vote, represent and exercise on behalf of the Corporation all rights incident to any and all shares of any other corporation or corporations standing in the name of the Corporation. The authority herein granted may be exercised either by any such officer in person or by any other person authorized to do so in proxy or power of attorney duly executed by said officer.

Section 3. Construction and Definitions

Unless the context otherwise requires, the general provisions, rules of construction and definitions contained in the general provisions of the Oklahoma General Corporation Act, the Oklahoma Nonprofit Corporation Law and in the Oklahoma Nonprofit Religious Corporation Law shall govern the construction of the Bylaws.

Section 4. Amendments

These Bylaws may be amended and new and/or additional Bylaws may be made from time to time at any time by the Elders in the exercise of the power granted to said Elders in these Bylaws.

Section 5. Record of Amendments.

Whenever an amendment or new Bylaw is adopted, it shall be copied in the book of minutes with the original Bylaws, in the appropriate place. If any Bylaw is repealed, the fact of repeal with date of the meeting at which the repeal was enacted or written assent was filed shall be stated in said book. A copy of any amended and/or new Bylaws shall be made available to the active church members.

ARTICLE XIV- RECEIPT, INVESTMENT and DISBURSEMENT of FUNDS

Section 1.

The Corporation shall receive all monies and/or other properties transferred to it for the purpose for which the Corporation was formed (as shown by the Articles of Incorporation). However, nothing contained herein shall require the Elders to accept or receive any money or property of any kind if it shall determine in its discretion that receipt of such money or property is contrary to the expressed purposes of the corporation as shown by said Article.

Section 2.

The Corporation shall hold, manage, and disburse any funds or properties received by it from any source in a manner that is consistent with the expressed purposes of this Corporation.

ARTICLE XV - RECORDS AND REPORTS

Section 1. Records.

The Corporation shall maintain adequate and correct accounts, books and records of its business and properties. All such books, records and accounts shall be kept at its principle place of business in the State of Oklahoma, as fixed by the Elders from time to time.

Section 2. Inspection of Books and Records.

Every Elder shall have the absolute right at any reasonable time to inspect all books, records, documents of every kind, and the physical properties of the Corporation, and also of its subsidiary organizations, if any.

ARTICLE XVI - DISSOLUTION

Upon dissolution of this Corporation, the board of Elders shall cause the assets herein to be distributed to another corporation with purposes similar to that identified in Article II of these Bylaws.

ARTICLE XVII - PREVIOUS CONSTITUTIONS AND BYLAWS

Upon approval of these Bylaws all previous Constitutions and Bylaws shall be null and void.