

Constitution and Bylaws

PREAMBLE

We, members of Remember The Hope Christian Fellowship of Portland, Oregon, accepting Jesus Christ as our Savior and Lord, and the Holy Bible as the complete and sufficient standard for our faith and practice, do come together in Christian fellowship and as a body of believers in Jesus Christ. We hereby declare and establish the following constitution and bylaws to preserve and secure the principles of our faith.

ARTICLE 1: NAME

This fellowship will be known as Remember the Hope Christian Fellowship.

ARTICLE 2: VISION

People from all walks of life come to Remember the Hope Christian Fellowship to find, accept, and enjoy the hope that is Jesus Christ.

ARTICLE 3: MISSION

Our mission is to remind the world of the hope that is found in Jesus Christ.¹

ARTICLE 4: STATEMENT OF FAITH

WE BELIEVE ...

1. The bible to be the divinely inspired Word of God.
2. In the reality of angels.
3. In the existence of a real adversary called the devil and his demons.
4. All have sinned and come short of the glory of God.
5. Jesus of Nazareth is God come in the flesh and is the Christ.
6. Salvation is by God's grace through a sincere faith in Jesus Christ, and therefore cannot be earned by living a good life.
7. Any person accepting Jesus Christ as Lord and Savior must consummate their faith confession by partaking in water baptism by immersion.
8. God the Holy Spirit is still distributing and administering gifts in the body of Jesus Christ.
9. In following the Lord's command through the Apostle Paul to partake in the Lord's Supper in order to proclaim the Lord's death until he returns.
10. Jesus Christ will return at an appointed time only known by God The Father.
11. There will be a resurrection of the living and the dead.
12. There will be a final judgment resulting in either eternal reward or punishment.

ARTICLE 5: ORDINANCES

1. **Water Baptism:** This is the total immersion in water to identify with Christ's death, burial, resurrection, and ascension. Only those who have accepted Jesus Christ as personal Savior can be baptized as an outward, public testimony of their confession, profession, and new birth.
2. **The Lord's Supper:** Remembering The Lord's Supper is an act of obedience wherein members of the body of Jesus Christ, through partaking of bread and the fruit of wine, commemorate the death, resurrection, ascension, and anticipated second coming of Jesus Christ.

ARTICLE 6: CORE VALUES

1. **We must make known the reasons for our hope in Jesus Christ.** <Acts 24:14-16; Rom. 8:24-25; Eph. 1:17-23; Phil. 1:20-21; 1 Col. 1:23-28; 1 Tim. 1-3; Tit. 2:13; Heb. 11:1; 1 Pet. 1:1-25, 3:15; 1 John. 3:1-3>
2. **Jesus Christ is man's only hope for redemption and salvation.** <Acts 4:12; Rom. 1:16, 3:24, 10:10; Eph. 1:3-7, 13-14; 1 Thess. 1:8-11>
3. **The bible is our standard for faith and practice.** <Acts 17:1-3, 11-12, 18:24-28; Rom. 15:4; 1 Cor. 15:1-9; 2 Tim 3:15-17>
4. **We must worship God in the Holy Spirit and in truth.** <John 4:21-24>
5. **No one is beyond the love of Jesus Christ, kingdom of God, and abundant life.** <John 3:1-7, 3:16, 10:10; 1Tim. 2:1-4, 3:15>
6. **We love people with the love of Jesus Christ.** <Prov. 10:12; Rom. 2:1-29; 3:23, 5:8; 6:23; 1 Cor. 6:9-11, 13:1-13>
7. **Integrity is more important than spiritual gifts, talent, or professional skills.** <1 Cor. 12-14>
8. **Women as well as men play an important role in the proclamation of the gospel and the life of a Christian fellowship.** <Prov. 31; Acts 1:14; Rom. 16:1-3; Phil. 4:3; Gal. 3:26-29; 2 Tim. 1:5, 3:15>
9. **Marriage is God's creation. This union is between a man and a woman only.** <Gen. 2:22-25, 3:16-17; Prov. 31; 1 Cor. 7; Eph. 5:22-33; Heb 13:4>
10. **The family that serves the God of the Bible helps maintain a healthy community, society, and world.** <Gen. 3:16; Josh 24:15; Acts 10:1-2, 1 Thess. 1:1-10>
11. **Children are a heritage of the Lord Jesus Christ and must be developed biblically and spiritually.** <Ps. 127:3; Prov. 13:24, 22:6, 29:15, 17; Matt. 19:13-15; Eph. 6:1; Col. 3:20-21; 2 Tim. 3:15>
12. **Our elderly are of great value and can serve productively in the ministry of Jesus Christ.** <Prov. 1:5; 1 Cor. 4:15; 1 Tim. 5:1-5, 16; Titus 2:1-5; 1 Pet. 5:1-16>

BYLAWS

1.0 MEMBERSHIP

1.1 INTRODUCTION

This is a sovereign Christian fellowship under the Lordship of Jesus Christ. The membership of Remember The Hope Christian Fellowship will be composed of persons who are saved by grace through faith in the Lord Jesus Christ and are listed on the fellowship's membership roll. The membership will be referred to as the fellowship. Remember The Hope Christian Fellowship reserves the right to terminate the membership of those who deviate from the beliefs and covenants as set forth in the bible, this Constitution, and Bylaws.

1.2 ADMISSION OF NEW MEMBERS

Any person attaining the level of moral accountability will be eligible for admission into the fellowship in the following manner:

1. It is required of a candidate for membership that they express a sincere faith in Jesus Christ as his/her Lord and Savior.
2. The candidate seeking to join the fellowship must complete the New Member Application and submit it to the Elders for review and admission into the New Members Class.

3. Upon completion of the New Members Class at least one or more of the fellowship's Elders will interview each candidate.
4. Without exception, a candidate for membership must partake in water baptism (if not done so previously, or unable to furnish proof) as public declaration of their confession and profession of faith in Jesus Christ before acceptance into the fellowship.
5. Upon completion of the afore-mentioned requirements for membership, and upon approval by the Elders the candidate will be accepted into the fellowship.

1.3 TYPES OF MEMBERSHIP

1. Adult Member:
An adult member is any person who is eighteen (18) or older.
2. Junior Member
A junior member is any person who is under eighteen (18). A Junior Member will automatically become an Adult Member when they attain the age of eighteen. A Junior Member has no voting privileges.

1.4 DUTIES AND PRIVILEGES OF MEMBERS

1. All members are expected to be faithful to Christ and the fellowship in worship, witness, fellowship, ministry, financial support, and participation in membership meetings, especially Sunday morning worship service.
2. All Adult Members are eligible to vote on matters submitted by the Elders for the fellowship's consideration.
3. All Adult Members who have been absent from active participation in the fellowship (unless otherwise excused) for 3 months will be precluded from voting on any matters brought to its attention by the Elders.

1.5 DISCIPLINE OF MEMBERS

1. It will be the practice of Remember The Hope Christian Fellowship to encourage its members to take every reasonable measure to assist any troubled member. The Elders are available for counsel and guidance. Redemption rather than punishment should be the guideline that governs the attitude of one member toward another.
2. Should some condition exist that would cause a member to become a liability to the welfare and Christian integrity of the fellowship, reasonable efforts will be undertaken by the Elders to resolve the matter. But, finding that the welfare and Christian integrity of the fellowship will be best preserved by the expulsion of the member, the Elders will make that determination. Upon expulsion the member loses their membership status in the fellowship and is deemed to no longer have any affiliation with Remember The Hope Christian Fellowship.
3. Any person whose membership has been terminated for any condition that made it necessary for their expulsion may upon request and application at some future date seek restoration to member status. The process for restoration of membership is the same as outlined in Section 1.0, entitled Membership, subsection 1.2.

1.6 TERMINATION OF MEMBERSHIP

1. By death.
2. By letter of recommendation to transfer membership to another church upon request of the member.
3. By expulsion if necessary.
4. By failing to actively fulfill section 1.4 Duties and Privileges of Members.

2.0 PASTOR

2.1 DEFINITION

The pastor (Lead-Elder) is the shepherd (leader) and overseer (manager/supervisor) of the fellowship. The pastor will lead and oversee the fellowship in the fulfillment of its Mission, Statement of Faith, and Core Values. Furthermore, the pastor is the shepherd and overseer of all ministries (Elder, Deacons, etc.) of the fellowship.

2.2 CALLING A PASTOR

The pastor will be chosen and called by the fellowship whenever a vacancy occurs. A Pastor Selection Team will be established by the fellowship. The pastor selection team will consist of the Elders, Deacons, and at least 1 member of the fellowship for every 50 members of the fellowship.

The Pastor Selection Team will bring for consideration to the fellowship only one name at a time. Notification of the meeting to determine the election and call of a new pastor must be mailed to every member 14 days in advance of the meeting. A second notification reminding the members must be mailed at least 7 days in advance of the meeting. Election will be by ballot voting in a specifically called meeting for that purpose. Ballots may be submitted at least 7 days in advance of the meeting. All ballots submitted during the 7 days preceding the meeting is to be placed in a secured location, and then tallied when the actual vote count is taken.

The Pastor Selection Team is to maintain the integrity of the ballot submission process and be present to oversee the actual counting of the ballots cast. An Affirmative vote to call a candidate of at least 85% percent of the entire fellowship is required for approval. All eligible members are expected to vote.

2.3 QUALIFICATIONS

Moral Characteristics

Blameless
 Sober
 Of good behavior
 Not given to wine
 Not striker (contentious)
 Not greedy of money
 Patient
 Not covetous
 Of good report without
 Not self-willed
 Not soon angry
 Just
 Devout and Temperate

Domestic Characteristics

Husband of one wife
 Given to hospitality
 Rules own house well
 Children in subjection not unruly

Leadership Characteristics

Vigilant
 Able to teach
 Not a novice, experienced
 A advocate of good men

(See 1 Timothy 3:1-7 & Titus 1:5-9)

2.4 TERMINATION OF A PASTOR

The pastor, thus elected, shall serve until the relationship is terminated by the pastor or upon the fellowship's decision to do so. If the fellowship elects to terminate the pastor, a 3 months severance will be given to the pastor. An Affirmative vote to terminate of at least 85% percent of the entire fellowship is required for termination of a pastor. All eligible members are expected to vote. In the event a pastor decides to resign, the pastor must give an advance notice of at least 3 months at the time of resignation, unless otherwise permitted by the Elders.

3.0 ELDERS

3.1 INTRODUCTION

The Elders are biblical and spiritual shepherds (leaders) of the fellowship, and will for all intent and purposes be the Directors. The pastor is one of the elders and serves as the Lead-Elder. The Elders are a ministerial team with each respecting one another's calling, gifting, and role. More importantly, they are ministers (servants) to the fellowship.

3.2 RESPONSIBILITIES

The Elders will work in a spirit of unity and cooperation in order to provide direction, supervision, and care of the fellowship. Likewise, the pastor will work in a spirit of unity and cooperation with the Elders. Their responsibilities include, but are not limited to the following:

1. Supporting the leadership of one another.
2. Lead the fellowship in fulfilling its mission, Constitution, and Bylaws.
3. Teach the membership biblical principles and help them to reach Christian maturity.
4. Anointing the sick with oil and praying for them.
5. Guarding the fellowship from false doctrine and teachers.
6. Protect the congregation from dissention and division.
7. Process new candidates for membership.
8. Handle matters involving discipline of members, including expulsion of members.
9. Provide leadership to the deacons and deaconesses.
10. Oversee the voting process in Quarterly and Annual meetings of the fellowship.

3.3 QUALIFICATIONS

Moral Characteristics

Blameless
 Sober
 Of good behavior
 Not given to wine
 Not striker (contentious)
 Not greedy of money
 Patient
 Not covetous
 Of good report without
 Not self-willed
 Not soon angry
 Just
 Devout and Temperate

Domestic Characteristics

Husband of one wife
 Given to hospitality
 Rules own house well
 Children in subjection not unruly

Leadership Characteristics

Vigilant
 Able to teach
 Not a novice, experienced
 A advocate of good men

(See 1 Timothy 3:1-7 & Titus 1:5-9)

3.4 PROCEDURE FOR ELECTING ELDERS

Any person desiring the office of Elder must be recommended by the Elders and elected by the membership for a term of 1 year. A candidate's name will not be submitted for a vote of the membership until the Elders have determined if the candidate meets biblical qualification and the guidelines set forth in the Constitution and Bylaws. The candidate for Eldership must receive a favorable affirmative vote of at 85% of the membership at the Annual Meeting to be elected.

3.4 REELECTION OF ELDERS

The term of an Elder shall be for 1 year. An Elder may serve repeated terms if reelected by the membership. Prior to the Annual Meeting the pastor will select and submit to the membership "a" slate of elders for reelection. All candidates for reelection to the Board of Elders must receive at least an 85% favorable vote of the membership to be reelected to the Board of Elders. The pastor shall not be included in the slate of candidates submitted for reelection and can only be disqualified from participating as an Elder by either dismissal by the fellowship or resignation.

4.0 ADDITIONAL MINISTERIAL STAFF

The Elders will interview and hire on behalf of the fellowship any additional paid ministerial staff. In all cases a job description will be written when the need arises for additional paid ministerial staff. Such staff can be terminated without cause. At least 2 weeks written notice is to be given by either party before terminating employment. All persons employed by Remember the Hope Christian Fellowship must be members of the fellowship except for vendors and contractors.

5.0 DEACONS AND DEACONESSES

5.1 INTRODUCTION

Deacons are to be recognized as official fellowship helpers. They play an important role in providing help not only to the fellowship, but to the Elders as well. The Elders will decide how many are needed at appropriate times in the life of the fellowship.

The wife of a deacon is expected to serve with her husband in the ministry. She will be called a deaconess. In addition, an unmarried woman may serve as a deaconess in the fellowship (See example, Rom. 16:1)

5.2 RESPONSIBILITIES

All deacons will help the Elders in ministering to the members of the fellowship. Deacons serve at the direction of the Elders and assist with the serving of The Lord's Supper and baptism of believers. Furthermore, they are to work diligently in helping to guard the unity and harmony of the fellowship. Their responsibilities include such things as home visitation, assisting with handiwork, responding to emergencies, offering general encouragement, etc.

5.3 QUALIFICATIONS

The qualifications for deacons are listed in 1 Timothy 3:8-13. The qualifications for unmarried woman parallels that of a man as described in 1 Timothy 3:8-13.

5.4 PROCEDURE FOR SELECTING DEACONS

Deacons are nominated for service by the fellowship. Their nomination is reviewed and approved by the Elders. Upon completion of training and testing, they will be presented to the fellowship for a vote of approval to serve. Each deacon and deaconess must receive an affirming vote of 85% of the fellowship's membership at any Quarterly or Annual meeting to be approved by the fellowship for service.

5.5 LENGTH OF SERVICE

Deacons and deaconesses will serve as long as their lives are consistent with the qualifications set forth in the bible, this Constitution, and Bylaws.

6.0 OTHER VOCATIONAL STAFF

The Elders will interview and hire on behalf of the fellowship such vocational staff as needed. A job description will be written when the need for staff arises. Such staff can be terminated without cause. At least 2 weeks written notice is to be given by either party before terminating employment.

7.0 MEETINGS

7.1 MID-YEAR MEETING

A Mid-Year Meeting of the fellowship is to take place on the 3rd Sunday in July of every year. Notification of such meetings will be in writing and by mail. The notification of the forthcoming Mid-Year Meeting must be mailed 14 days in advance of the date of the scheduled meeting. All ballot measures must be reviewed and approved by the Elders before submission to the fellowship. An agenda for the Mid-Year Meeting along with all ballot measures and ballots must be included in the written notification. All eligible ballots submitted during the 7 days preceding the Mid-Year Church Meeting is to be placed in a secured location, and then tallied when the actual vote count is taken. An affirmative vote of 85% of the ballots cast will constitute a passing measure. The pastor is responsible for facilitating all Mid-Year Meetings and the Elders are responsible for making sure these requirements are carried out.

7.2 ANNUAL MEETING

The Annual Meeting is to be held on the 3rd Sunday in January of every year. Notification to the fellowship about this meeting will be in writing and by mail. The notification of the forthcoming Annual Meeting must be mailed 14 days in advance of the date of the meeting. All ballot measures must be reviewed and approved by the Elders before submission to the fellowship. An agenda for the Annual Meeting along with all ballot measures and ballots must be included in the written notification. All eligible ballots submitted during the 7 days preceding the annual meeting is to be placed in a secured location, and then tallied when the actual vote count is taken. An affirmative vote of 85% of the ballots cast will constitute a passing measure. The pastor is responsible for facilitating the Annual Meeting and the Elders are responsible for making sure these requirements are carried out.

7.3 SPECIAL MEETING

A Special Church Meeting can be convened only at the discretion of the Elders. A majority vote of the Elders is necessary to convene the meeting. To convene the meeting there must be a quorum of the membership as prescribed in Article 7.0, Meetings, subsection 7.4, entitled Quorum. A good faith effort must be made to notify members at least 3 days prior to the Special Church Meeting. An agenda for the meeting along with all ballot measures must be available or the meeting cannot be held. All eligible ballots submitted prior to the meeting are to be placed in a secured location, and then tallied when the actual vote count is taken. An affirmative vote of 85% of the ballots cast will constitute a passing measure. The pastor is responsible for facilitating the meeting and the elders are responsible for making sure the requirements are carried out.”

7.4 QUORUM

Neither Mid-Year Meetings nor an Annual Meeting can be officially held without a quorum. There must be at least 60% of the eligible membership present to constitute a quorum in order to conduct official fellowship business. However, ballots properly submitted prior to any meeting can be counted toward establishing a quorum, only if the member who submitted their ballot is not present at the meeting.

7.5 BALLOT

A ballot will constitute the voting instrument used by individual fellowship members eligible to vote when measures are put before them for their consideration and will. The ballot will list each measure with a place to indicate either a yes or no vote for each. Abstentions are not permitted as a voting option. Furthermore, it will contain a place for the member's personal signature validating and individualizing their vote. When the counting of the votes is conducted, the name of the member will be removed by tearing it from the ballot. A mark will be made on the membership list recording the member's participation in the voting process at Mid-Year Church Meetings or an Annual Meetings.

ADMENDMENTS TO THE CONSTITUTION and BYLAWS

Changes in this Constitution and Bylaws may be made at either a Mid-Year Church Meeting, provided each proposed amendment will have been presented to each fellowship member in writing by mail 14 days in advance of the Mid-Year Church Meeting or Annual Meeting. Amendments to the Constitution and Bylaws will require an affirmative vote of 85% of the fellowship's membership at any Mid-Year Church Meeting or Annual meeting. Ballots may be submitted at least 7 days in advance of the Mid-Year Church Meeting or Annual meeting. All ballots submitted during the 7 days preceding the Mid-Year Church Meeting or Annual meeting are to be placed in a secured location, and then tallied when the actual vote count is taken. The Elders are to maintain the integrity of the ballot submission process and be present to oversee the actual counting of the ballots cast. All eligible members are encouraged to vote.

Updated January 17, 2009

SIGNATURE PAGE

PRINT NAME: Emmett Wheatfall

Pastor

Date

PRINT NAME: Susan Henninger

Chief Operating Officer

Date

PRINT NAME: Juan (Tiger) Trimble

Director

Date

AMENDMENTS

- On January 19, 2003, the fellowship approved the addition of "*Article 7.3 SPECIAL MEETING*" to the bylaws at its 2003 Annual Church Meeting.
- On April 18, 2004, the fellowship approved a change in the wording of the Mission Statement. The old read "Our mission is to remind people of the hope that is in Jesus Christ." The new mission statement is as follows "*The mission of Remember the Hope Christian Fellowship is to remind the world of the hope that is found in Jesus Christ.*"
- On April 18, 2004 the fellowship approved adding to section 1.4 another provision. The addition reads as follows "*By failing to actively fulfill section 1.4 Duties and Privileges of Members.*"
- On January 15, 2006 the fellowship approved a change in the Bylaws regarding Section 7.0 Meetings, subsection 7.1 Quarterly Meetings. This change involves eliminating the Quarterly Church Meeting and replacing it with a Mid-Year Church Meeting to be held on the 3rd Sunday in July.
- The amendment to Bylaws 3.4 Procedure for Electing Elders was ratified on January 20, 2008 at the Annual Meeting.
- The addition of 3.5 Reelection of Elders to the Bylaws was ratified at the Annual Meeting held on January 20, 2008.