

**KING OF PEACE METROPOLITAN  
COMMUNITY CHURCH  
OF ST. PETERSBURG, FLORIDA**

**BY – LAWS**

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**ARTICLE I  
NAME**

The name of this affiliated church of the UNIVERSAL FELLOWSHIP OF METROPOLITAN COMMUNITY CHURCHES, shall be:

**King of Peace Metropolitan Community Church of St. Petersburg, Florida, Inc.**

Chartered by the State of Florida as a non-profit organization on June 9, 1976.

**ARTICLE II  
PURPOSE**

To implement the objectives as set forth in the Guiding Documents of King of Peace Metropolitan Community Church.

**ARTICLE III  
DOCTRINE, SACRAMENTS AND RITES**

As an affiliated Church of the Universal Fellowship of Metropolitan Community Churches (hereinafter cited as UFMCC), the doctrine, sacraments and rites outlined in the UFMCC By-Laws shall govern the doctrine, sacraments and rites of this Church.

Our faith is based upon the principles outlined in the historic creeds: The Apostles and the Nicene.

This Church has two (2) Holy Sacraments: Baptism, which may be administered by immersion, pouring or sprinkling; and Holy Communion, which includes the partaking of consecrated bread and fruit of the vine. Although this Church does not specify a belief regarding the nature of the bread and wine after consecrating, the elements, however, must be respected and treated with reverence.

The Rites of this Church may be conducted by its duly authorized ministers and may include: the Rite of Ordination, the Rite of Attaining Membership, the Rite of Holy Union and the Rite of Holy Matrimony, the Rite of Funeral or Memorial Service, the Rite of Laying on of Hands, and the Rite of Blessing.

## ARTICLE IV MINISTRY

The UFMCC affirms the universal priesthood of all believers. All members of this Church are called by God to a ministry of the Gospel of Christ in this Church and in the world.

All persons associated with King of Peace MCC shall have equality of access and opportunity. KOP shall adhere to a policy of equal employment opportunities for all employees. Affirmative action shall be taken to ensure compliance with this policy. During the selection and employment process, individuals shall be employed without regard to race, creed, color, age, sex, religion, marital status, national origin, sexual orientation, gender identification, health status, or physical disability except in situations where such disability will constitute an employment liability. Discrimination against any person shall be prohibited in recruitment, examination, appointment, training, promotion, retention, discipline, political or religious opinion or affiliation, or because of other non-merit factors.

### A. Ministry of the Laity

As people of God, laypeople are called by God and authorized in the Scripture to respond to the Word, serving as Christ served, to the end that the Church may be edified and the world transformed. This is the ministry of each layperson within this Church.

### B. Ministry of the Clergy

1. Pastor: This Church shall elect a Pastor at a Special Congregational Meeting called for that purpose, and such person must receive a minimum of seventy-five percent (75%) of the votes cast to be elected. The Pastor shall be responsible for the duties of teacher, preacher, spiritual leader, and spiritual counselor. The Pastor shall be the Chief Executive Officer of this corporation. The Pastor must be an ordained clergy of the UFMCC

2. Associate and Assistant Pastors: This Church may, upon appointment by the Pastor and approval by the Board of Directors, select Associate and Assistant Pastors as deemed necessary and appropriate. Associate or Assistant Pastors must be ordained clergy within the UFMCC. The Pastor shall establish the duties and responsibilities of Associate and Assistant Pastors.

3. Interim Pastoral Leader: In the event of a pastoral vacancy a person who is an ordained clergyperson within UFMCC may be selected by the Board of Directors

as an Interim Pastoral Leader until another Pastor is called. If the person selected by the Board of Directors is NOT credentialed within UFMCC they must be appointed as Interim Pastoral Leader on an annual basis by an Elder.

4. Terms of Office: The Board of Directors shall establish the terms and conditions of a pastor's contract and the process for renewal shall be included in any contract.

5. CONFLICT RESOLUTION: When there are conflicts or difficulty within a local church, including apparent irreconcilable differences between the Pastor and congregation, an Elder shall have the authority to interface with that church, to take appropriate measures, to provide resources and support, and to attend and have voice at any meeting of the Board of Directors or Congregational Meeting. An Elder shall be required to intervene when invited (1) by the Pastor/Interim Pastoral Leader, (2) by majority vote of the Board of Directors, or (3) as a result of a petition signed by a minimum of one-third (33%) of the members of the church.

Within twenty-four (24) hours of receiving the request for intervention, the Elder must officially notify all parties mentioned above. Within ten (10) days of the request, the Elder or the person appointed by the Elder will establish the time-lines and process for the Ministry of Reconciliation, which must be implemented within thirty (30) days of the initial request.

6. REMOVING THE PASTOR FROM OFFICE: When irreconcilable differences exist between the Pastor and congregation, the Pastor and congregation may choose to terminate their relationship through mutual agreement. No petition for removal of the Pastor based on irreconcilable differences is valid unless preceded by the process of conflict resolution, as contained within the UFMCC Bylaws. Unilateral failure to renew a pastoral contract does not constitute removal of the Pastor from office.

The process of removing the Pastor from office for disloyalty, unbecoming conduct, dereliction of duty or when irreconcilable differences arise between Pastor and congregation may be initiated by a petition submitted to the duly authorized church officer as designated by these Bylaws/Standard Operating Procedures, or documents of legal organization, and signed by at least twenty-five percent (25%) of the members in good standing; or by a vote of three-fourths (3/4) of the full Board of Directors. Within three (3) days, the Pastor and the Elder must be sent a copy of the completed petition or motion of the Board of Directors by the designated church officer. After the Elder and designated local church officer have validated the number of members who have signed the petition and the clarity of the petition or validated the votes of the members of the local church

administrative body and the clarity of the motion, the Elder may place the Pastor on inactive status, but the Pastor remains fully compensated until the final action of the congregation. Upon validating the petition, the Elder and the Board of Directors will set the time and place of a special congregational meeting to determine whether the Pastor shall remain in office. The date of the meeting shall occur within thirty (30) days of the date the petition is submitted to the designated church officer or the date the motion of the Board of Directors is received by the Elder.

The Pastor has the right to appear on her/his own behalf before the congregational meeting and may have an advocate of his/her own choice present. The action of the congregation is final. If a special meeting is called to remove a Pastor, the Elder must be given notice that such action is being taken. The Elder shall attend or send a representative as an impartial observer who shall moderate the meeting. If the Pastor is removed, the Board of Directors will meet immediately after the meeting with the Elder or the representative to arrange for pastoral leadership until the position of Pastor pulpit is filled. The Board of Directors may confer with the Elder as to available candidates for the office of Pastor.

## **ARTICLE V GOVERNMENT, ORGANIZATION AND OFFICERS**

### **A. Government:**

The establishment of this Church is for the purposes of Christian fellowship, worship, witness, and service, to be implemented by the cooperation, program development, and use of these By-Laws, the General Operating Procedures and the Financial Operating Procedures established by act of the congregation or the Board of Directors.

### **B. The Church:**

The government of this Church is vested in the congregation. The Congregation may exert the right to control all of the affairs of the Church, subject only to the provisions of the UFMCC's Articles of Incorporation and its By-Laws, action of the General Conference, and subject to the documents of legal organization. The Pastors and Board of Directors shall provide spiritual and administrative leadership within the congregation.

### **C. Para – Church Organizations:**

Our local church shall have the authority to establish, authorize and hold accountable para-church organizations (special purpose groups or ministries).

D. Pastor:

The Pastor shall have the authority for ordering all worship services of this Church. The Pastor shall be a voting member of the Board of Directors, but shall exercise this vote only in case of a tie. The Pastor shall serve as Moderator of all congregational meetings and as Moderator of the Board of Directors. The Pastor shall be the Personnel Director of this Church and shall have authority to delegate such responsibilities and duties as seems appropriate, and, with the approval of the Board of Directors, determine compensation, vacation periods, and titles of office of the staff.

Interim Pastor Leader: An Interim Pastor Leader, who is not UFMCC ordained and licensed, shall not moderate any board meetings.

E. Board of Directors:

a) Term of Office: The Board of Directors of this Church shall be elected from the membership of this Church who have been members in good standing for a minimum of six (6) months. The Board of Directors shall consist of six (6) elected members in addition to the Pastor. Elected board members shall be elected for terms of two (2) years, with one half of the Board elected each year.

b) Election Procedure: Prior to an election, persons interested in seeking the position as a member of the Board of Directors shall submit an application for such position and shall answer three (3) questions as determined for each congregational meeting. Upon review, the Board of Directors will submit to the annual congregational meeting a list of all qualified and willing persons to fill the elected vacancies.

1) Election shall be declared for those candidates receiving the highest number of votes cast, provided those votes exceed Fifty Percent (50%) of the total number of votes cast, plus one.

2) When the results of any ballot are announced, the number of votes received by each candidate will be announce, except those who do not receive forty percent (40%) of the votes necessary to achieve election will not have their votes announced.

3) When the results of any ballot are announced, all candidates will be asked if anyone wishes to remove their name from future ballots.

4) When the results of any ballot are announced, in order for a candidate to be retained on future ballots s/he must receive forty percent (40%) of the votes necessary to achieve election (50% of the valid ballots cast plus one vote).

5) When any ballot is reported where no election has been achieved, one more ballot will be taken. If no election results from the second ballot, the position(s) will be declared vacant and filled as outlined in these By-Laws.

c) Vacancy: In the event of the resignation, death, vacancy, non-election, or removal of a member of the Board of Directors, the remaining members of the Board of Directors may appoint an interim member to serve until the next congregational meeting. At the next congregational meeting, an open election shall be held for a replacement for the remainder of the original term.

d) Meetings: The Board of Directors shall meet at least once each month. In the Moderator's absence, the authority as Acting Moderator shall be first, in the Vice Moderator, and second, a Director chosen by the Board of Directors for that meeting only. Each Board member shall have one vote. A simple majority vote of all Directors present shall decide all issues unless stated otherwise in these By-Laws. The approved minutes of all Board Meetings, regular or Special Meetings, must be available to the congregation upon request.

e) Restrictions: No member of the clergy or staff shall serve on the Board of Directors with the exception of the Pastor. Only one member of a household may serve on the Board of Directors. The spouse or lover of a clergy or staff member may not serve as a member of the Board of Directors. A term limit of three (3) consecutive terms shall be imposed.

f) Duties: The Board of Directors shall have charge of all matters pertaining to the Articles of Incorporation, church property, and physical and financial affairs of this Church. The Board of Directors shall have the responsibility for collecting and disbursing funds, keeping adequate church records, and making reports to the congregation and UFMCC. The Board of Directors, in conjunction with the pastors, shall provide spiritual and administrative service to the church.

g) Officers: The Board of Directors shall elect those officers it deems appropriate to fulfill the responsibilities outlined above.

h) Special Meetings: Upon agreement of three (3) members of the Board, a Special Board Meeting shall be called. All Board members must be given reasonable notice, and a quorum must be present. The Pastor may also call Special Board Meetings.

i) Pastoral Search Team: Upon the event of a Senior Pastor vacancy, the Board of Directors shall serve as a Pastoral Search Team. For the purpose of its function as a Pastoral Search Team, additional voting members may be appointed or elected as appropriate. Elected, Appointed and Board members may serve on the Pastoral Search Team until search activities have been completed. When the Team has selected the best qualified applicant, they shall present the name to the congregation for candidacy and approval at a specially called meeting or at the next regular congregational meeting.

j) Financial Accounts: Each financial account, savings or checking, money market or otherwise, shall require a minimum of two (2) signatures, and those authorized to sign shall be approved by the Board of Directors. Two (2) signatures will be required for any withdrawals.

k) General and Financial Operating Procedures: The Board of Directors shall be responsible for the establishment, where appropriate, of General and Financial Operating Procedures.

l) Discipline: King of Peace Metropolitan Community Church will not condone disloyalty, unbecoming conduct, or dereliction of duty on the part of any member of the Board of Directors. The Board of Directors may remove, by a majority vote of the full Board, any of its members guilty of the above, with the exception of the Pastor, who must be disciplined in accordance with of these By-Laws. A petition signed by twenty-five percent (25%) of the members in good standing of the congregation may also initiate such a procedure. This action of the Board of Directors shall be subject to review by the congregation at its next regular congregational meeting, or at a special meeting, which may be called for that purpose.

m) Accountability: The Board of Directors shall be governed by the By-Laws of the Universal Fellowship of Metropolitan Community Churches, the King of Peace Metropolitan Community Church's Articles of Incorporation, and these By-Laws and General and Financial Operating Procedures of this Church. At the annual congregational meeting, or any special congregational meeting called for that purpose, the congregation may approve or disapprove any action of the Board of Directors.

n) Dual Roles: A member of the Board of Directors may not serve as a Lay Delegate while on the Board. If a Board Member wants to run for a position as a Lay Delegate, he/she will resign his/her position on the Board of Directors if elected. The existing Board will then follow the By-Laws in filling the Board position.



## F. Lay Delegates:

King of Peace Metropolitan Community Church shall have one (1) Lay Delegate for every one hundred (100) members in good standing or portion thereof. The duties of the Lay Delegate shall include, but not be limited to, representation of the congregation at General Conferences and to be informed of the UFMCC concerns and policies. Each Lay Delegate shall be a member in good standing of this Church for a minimum of six (6) months. Lay Delegates shall be elected at the congregational meeting held in the year before each General Conference of the Universal Fellowship of Metropolitan Community Churches.

Lay Delegates shall serve a term of three (3) years, and shall be restricted to two (2) consecutive terms. Election shall be declared for those candidates receiving the highest number of votes cast, provided those votes exceed Fifty Percent (50%) of the total number of votes cast, plus one.

Lay Delegates may not serve on the Board of Directors while serving as a Lay Delegate. If a Lay Delegate wants to run for a position on the Board of Directors, they will resign their position if elected and the first alternate delegate will move into the vacant position.

When the election is completed for Lay Delegates, one more vote shall be taken of all non-elected candidates. Based upon the number of votes received, the candidates will be ranked First Alternate Lay Delegate (receiving the highest number of votes cast), Second Alternate Lay Delegate (receiving the second highest number of votes cast), and continuing until all candidates are assigned an Alternate Delegate status.

The First Alternate Lay Delegate shall become a Lay Delegate upon an increase in the congregation membership or due to the death, resignation or removal of an elected Lay Delegate. Should another elected Lay Delegate resign, be removed, or die, or the congregation memberships again increase, then the Second Alternate Lay Delegate would become the next Lay Delegate. Alternates who are made Lay Delegates due to increases in congregation or to fill a vacated unexpired seat shall stand for election at the next regular interval, and shall be eligible to serve two (2) consecutive elected terms.

## ARTICLE VI CHURCH MEMBERSHIP

Membership in King of Peace Metropolitan Community Church is open to all persons without reservation. Candidates for church membership must complete the

required membership class(is) offered by the pastors, and, if not baptized, to present themselves for baptism prior to acceptance into membership.

A. **Members in Good Standing:** The Board of Directors shall review the entire membership of this Church annually. Any member, who does not have identified church service attendance of at least four (4) times a year, along with identified financial support, or identified service contribution, or demonstrated interest and loyalty within the preceding one (1) year may be removed from the roll of members in good standing, and placed on a list of friends. The Board of Directors shall cause to be sent a notification to the member in writing that the member has been placed on friend's status and is not eligible to vote at any business meeting of the Church. After notification, if the member has not further demonstrated interest or loyalty for a period of two (2) months immediately following, the Board of Directors may vote to drop any such member from the rolls of membership of this Church. To restore membership, a vote of the Board of Director is required, but no public reception into membership is necessary.

B. **Discipline:** King of Peace Metropolitan Community Church cannot condone disloyalty or unbecoming conduct on the part of any member. The Board of Directors may remove, by majority vote, any member from the rolls of the Church, or take such appropriate disciplinary action as it deems necessary. Upon written request of the member, the action of the Board of Directors may be subject to review by the vote of the congregation at its next regular congregational meeting, or at a special meeting called for that purpose by the Board of Directors. Until the vote on the appeal of the member, the disciplined member will retain membership.

## **ARTICLE VII CHURCH SERVICES**

King of Peace M.C.C. shall hold services of public worship every Sunday, and may hold additional services as determined by the Pastor. The Sacrament of Holy Communion shall be offered each Sunday and may be offered at other worship services at the discretion of the Pastor. Holy Baptism may be administered at any appropriate service, or at any other time, at the pastor's discretion.

## **ARTICLE VIII CHURCH MEETINGS**

An annual congregational meeting shall be held each year. Written notice of the annual congregational meeting and any special congregational meetings, shall be given/sent to every member in good standing at least two (2) weeks prior to the scheduled meeting. The Board of Directors shall be responsible for providing the membership with proper notice. In addition, the pastor(s) shall publicly announce

the scheduled congregational meeting during any worship services held after notice to the membership is given, and prior to the scheduled meeting. A quorum must be present in order to transact business. No less than twenty percent (20%) of the members in good standing must be present to obtain a quorum.

Special Congregational Meetings may be called in either of the following ways:

- a) By a petition submitted to the Vice Moderator or the Clerk of the Board of Directors. The nature and purpose of the special meeting must be stated in the Petition. The petition must be signed by twenty-five percent (25%) of the members in good standing. Any Special Congregational Meeting called in this fashion shall be governed by the same rules as those pertaining to the regular annual congregational meeting. Written notice of the Special Congregational Meeting shall include the nature and purpose of the meeting, and shall be provided to each member in good standing as provided in this Article.
- b) By the Pastor.
- c) By the Board of Directors.

The annual budget must be presented to the congregation for its approval at a congregational meeting. All agreements regarding leases, purchases, sale and/or the physical location of the Church must be approved by a three-quarter ( $\frac{3}{4}$ ) majority vote of the members present at any congregational meeting.

## **ARTICLE IX CHURCH FINANCES**

King of Peace Metropolitan Community Church adopts and teaches tithing as the scripturally affirming means of supporting this Church and its ministries, and as the expression of good stewardship of time, skills, and money by individual members and the church itself. It is the responsibility of the pastors and the lay leadership to plan and implement programs of stewardship for the dual purpose of helping members grow in the grace of giving and to fund the operation of the Church's ministries. This Church shall receive an offering at each public worship service.

The responsibility of the Board of Directors to implement the requirement for tithing to UFMCC shall be governed by the By-Laws of the UFMCC.

A person named as a payee of a church check cannot co -- sign such check

The Board of Directors shall cause to be reported, on a quarterly basis, the number of members in good standing for each month of that quarter. This report shall be remitted to the UFMCC Board of Pensions and included with the report

shall be an assessment payable to the Board of Pensions, as required by vote of the General Conference. The report and assessment shall be posted no later than the 10th of the month following the end of the quarter being reported.

## **ARTICLE X RESERVATION OF POWERS**

All powers not delegated by these By-Laws are reserved to the members of this Church and may be exercised by the voting members in congregational meetings of this Church as provided by these By-Laws.

## **ARTICLE XI ADOPTION AND AMENDMENTS**

These By-Laws may be amended at any congregational meeting of this Church or at any Special Congregational Meeting called for that purpose. By-Law amendments may be initiated by one of two methods:

1. By a committee created for that purpose, appointed by and reporting back to the Board of Directors for approval, and, if approved, for submission to the congregation at the next congregational meeting; or
2. By a petition of twenty (20) members in good standing and presented to the Clerk/Assistant Clerk of the Board of Directors. This petition must be presented to the congregation at the next congregational meeting or special congregational meeting called for that purpose.

Any addenda or amendments to these By-Laws shall be adopted by the vote of two-thirds (2/3) of the total number of votes cast, and shall become effective and binding immediately upon adoption.