



jm
journey|ministries

By-Laws
March 2017

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BY-LAWS of JOURNEY MINISTRIES

Article I - General Purpose

1.01 General Purpose Statement

This congregation is organized as a church exclusively for charitable, religious and educational purposes within the meaning of Section 501(c) (3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Revenue Law), including, but not limited to, for such purposes, the establishing and maintaining of religious worship, the building of churches, parsonages, schools, chapels, radio stations, television stations, rescue missions, print shops, daycare centers and camps; the evangelizing of the unsaved by the proclaiming of the Gospel of the Lord Jesus Christ; the educating of believers in a manner consistent with the requirements of Holy Scripture, both in Sunday and weekday schools of Christian education; and the maintaining of missionary activities in the United States and any foreign country.

Article II - Offices

2.01 Registered Office

The registered office of Journey Ministries (the “Corporation”) in the State of Michigan shall be located at 1200 Creekwood Trail, Burton, Michigan 48509 or such other location as may be determined from time to time by the Journey Ministries Leadership Team.

2.02 Other Offices

The Corporation may also have other offices, both within and without the State of Michigan, as determined by business needs or the requirements determined by the Journey Ministries Leadership Team.

Article III - Journey Ministries Purpose

3.01 Journey Ministries Purpose Statement

To invite people to begin a personal journey with Jesus Christ, mentor them to Christ-like maturity and equip them for Christian service.

Article IV - Statement of Faith

4.01 Statement of Faith

* *We believe* that salvation comes only by grace through faith in Jesus Christ.

* *We believe* the scriptures, both Old and new Testaments of the Bible to be the inspired Word of God, without error in the original writings (Hebrew, Greek and Aramaic), the complete revelation of His will for our salvation and the divine and final authority of all-Christian faith and practice.

* *We believe* that there is one God, the Creator of all things, eternally existing in three persons, the Father, the Son, and the Holy Spirit, commonly called the Trinity. These three Persons have precisely the same nature, attributes, and perfection and are worthy of our worship and obedience.

* *We believe* that Jesus Christ is true God and true man, having been conceived of the Holy Spirit and born of the Virgin Mary. We believe He died on the cross as a sacrifice for our sins, according to the scriptures. On the third day, He rose from the dead and ascended to the right hand of the Father, where He is our High Priest and Advocate. He will come again, personally and visibly, to complete His saving work and to consummate the eternal plan of God.

* *We believe* that the Scriptural ordinances of the local Church are Baptism and the Lord's Supper. We partake of these two ordinances, as an outward expression of our obedience to our Lord's commands. We encourage that Baptism be administered only to those who have the maturity to understand its profound significance, which is resurrection to new life in Christ. Baptism, by immersion, should be administered to believers only, as an identifying symbol of their belief in the death, burial and resurrection to a new walk in life. The Lord's Supper is a commemoration of His death and should only be partaken by those who have accepted Christ as their personal savior. These ordinances, however, should never be regarded as a means of salvation.

Article V - Membership

5.01 Membership Requirements:

5.0101 Journey 101 Class

Completion of the Journey 101 Class and 18 years of age. Individuals who complete this class, but are under the age of 18 will be considered "junior" members and will not have voting privileges. At the age of 18, these individuals will be considered for full membership by the JMLT.

5.0102 Baptism

It is our understanding and practice that baptism, as described in Scripture, is when a person makes their own personal decision to be water baptized and when that decision takes place as a personal step of obedience after becoming a believer in Jesus Christ. We require this form of baptism for membership at Journey. If an individual has not been baptized, immersion baptism will be required to become a member of the church.

5.0103 Membership Commitment

The signing of a Journey Ministries Membership Commitment and placed on file in the church office. (Appendix A)

5.02 Revoking Membership

5.021 Resignation

A member may file a written resignation letter with the Secretary of the JMLT.

5.022 Exclusion

It is the right of the JMLT, in harmony with the Scriptures, to exclude anyone from membership who a) holds to false or heretical doctrine (Romans 16:17-18; 1 Timothy 6:3-5; Titus 3:10-11); b) lives in an immoral manner contrary to the teaching of Scripture (1 Corinthians 5: 9-13; 1 Corinthians 6: 14-17; 2 Thessalonians 3: 6, 11); c) sows discord and disturbs the unity of this Church. (Appendix B)

5.023 Restoration

Any person who has been excluded from membership may be restored with the recommendation of the JMLT.

Article VI - Journey Ministries Leadership Team

6.01 Government

The *governance* of Journey Ministries, with Christ as our head and under the guidance of the Holy Spirit, will be entrusted to the Journey Ministries Leadership Team, members of whom will serve as the leaders of the corporation.

6.02 Number of Members

The Journey Ministries Leadership Team desires to have up to nine (9) members, but will have not less than seven (7). In addition, the Pastor will be an additional and equal member of the team.

6.03 Election & Term

The Journey Ministries Leadership Team (JMLT) may serve as the Nominating team for the selection of new members to the JMLT. Annually, during the month of December, members of Journey will be encouraged to recommend themselves or other candidates to any of the JMLT members, as candidates for vacant positions on the JMLT. JMLT members may also recommend candidates to serve. A notice regarding this process will be placed in the church program in early November. The JMLT members will review all

candidates and make their recommendation to the membership. Journey members will have the right to vote on and/or approve the selection of new JMLT members, as well as re-nominated incumbent JMLT members, on the last Sunday of January at an all church meeting or, if necessary, on another date selected by the JMLT.

Journey Ministries Leadership Team members will serve for up to 2 consecutive 3 year terms (6 YEARS) and then must take a minimum of 1 year off before they are eligible to serve on the JMLT again. Length of JMLT membership will be staggered so that both continuity and institutional memory can be retained on the JMLT for the good of the church.

It is recognized that vacancies may occur at unusual times, due to death, resignation or dismissal. At those times, the JMLT will determine whether or not the vacancy needs to be filled by JMLT appointment before the end of the church calendar year. The selection of a new (or former) JMLT member to fill such a vacancy before the normal election time may be made by the JMLT, with notification to the congregation. Any such appointment will be for the remainder of the term being filled. Fractions of a year served in such an interim role shall not count toward the 6-year continuous JMLT term limit. However, full years served in such an interim role shall count toward the 6-year term limit.

6.04 JMLT Member Qualifications

To be a member of the JMLT, individuals will be a member of Journey Ministries (having successfully completed Journey 101), as well as an active member of Journey for at least one year, eighteen (18) years of age or older, not have any household member serving concurrently on the JMLT and be a mature Christian as outlined in the qualifications of spiritual leadership as found in Timothy 3:17, Titus 1:5-9, Romans 2:8 and 1 Peter 5:1-4 (Appendix C): committed to the body of Christ through faithful attendance, a volunteer for various kinds of work in the church, a reputation as a wise and spiritually mature person; one who can transmit sound doctrine, a student

Immediate family members of Journey Ministries paid staff will not be eligible to serve on the JMLT. This will include: mother (stepmother), father (stepfather), sisters, brothers, sons and daughters. Further, the JMLT will retain the right to further determine if certain other family relationships could be a conflict-of-interest to performing JMLT roles and responsibilities. In addition, at no given time will members of the same family (as listed above) or household be allowed to serve on the JMLT during the same time period.

6.05 JMLT Member Dismissal

If it becomes apparent that a particular JMLT member no longer meets the qualifications to be a member of the JMLT as defined under 6.04, they may resign or upon the unanimous recommendation of all of the other members of the JMLT, will be dismissed from the JMLT.

6.06 JMLT Meetings

Regularly scheduled meetings of the JMLT may be held without notice of the date, time, place or purpose(s) of the meeting. Written notice of the date, time and place of *special* meetings of the JMLT will be given to each member of the JMLT at least two (2) days before the meeting.

6.07 Special Meetings

Special meetings of the church members (congregation) may be called by the JMLT, or petitioned by congregation members with signatures of at least fifteen percent (15%) of the membership.

6.08 Quorum

A quorum of the JMLT will be considered to be two-thirds (2/3) of the sitting members. A quorum will be required before any voting or decisions can be made on the JMLT.

6.09 Election of Officers

The election of JMLT officers will occur at the first JMLT meeting in December of each year, with the term of office beginning on January 1st. Officers shall consist of: Chairperson, Vice Chairperson, Secretary and Treasurer. JMLT members will be eligible for a position of officer for no more than 4 years within 2 successive 3-year terms (4 of 6 years maximum).

6.10 Duties & Responsibilities of JMLT Members

The JMLT, submitting to the headship of Christ, is to oversee all of the affairs of the church and are the final legal authority within the church. These responsibilities will include but are not limited to the raising, receiving and disbursing of funds, identifying staffing needs and writing job descriptions for any such positions, determining the need for, kinds and amounts of insurance, hiring and discharging of personnel, determining salaries and various mission expenditures and the management, upkeep and use of property. They will not acquire or dispose of real property or contract for any loans on behalf of the church, except upon the specific affirmative vote of two-thirds (2/3) of the members at an advertised business meeting. The JMLT may from time to time delegate certain responsibilities. The delegation of said responsibility will not be considered a relinquishment of authority. The JMLT reserves the right to change any decision made by its designated representatives.

6.11 Duties and Responsibilities of JMLT Officers

6.1101 Chairperson

The Chairperson will preside at all business meetings of the church and of the JMLT or may assign a designee. The assigned designee must be a member of the JMLT. They are responsible for the general supervision of the administrative affairs of the church as directed by the Constitution and the JMLT. They will have signature authority on all documents of the church as authorized by the JMLT, members or Bylaws and will perform all duties incidental to the Office of Chairperson.

6.1102 Vice-Chairperson

In the absence of the Chairperson, the Vice-Chairperson will preside at general church meetings, JMLT meetings and perform other regular duties of the Chairperson.

6.1103 Secretary

The Secretary will record the minutes of the business and other JMLT meetings; receive and issue notice of all business meetings of members and the JMLT; maintain a current roster of the names, addresses, e-mail addresses, etc. of JMLT members and officers; maintain a record of attendance at the JMLT meetings and sign any documents, as authorized by the JMLT or the church constitution. The Secretary will share all relevant information with the church administrator and will have the authority to designate a JMLT member as a substitute in their absence.

6.1104 Treasurer

The Treasurer will be the Chair of the Finance Team and responsible for organizing and coordinating all responsibilities of this Team. In addition, the Treasurer will be responsible for overseeing all policies, protocols and tasks related to all financial aspects of Journey Ministries. This will include, but not be limited to: all monetary collections; monetary distributions; relationship with accountant/accounting firms; and all other financially-related tasks and responsibilities of Journey Ministries.

6.12 Liability & Insurance

No member of the JMLT, serving in this voluntary position, will be personally liable to this church for monetary damages for a break in fiduciary duty; provided, however, that this provision will not eliminate or limit the liability of any of the following:

- breach of duty or loyalty to the church/corporation
- acts of intentional misconduct or knowing violation of the law
- transaction from which the JMLT member derived an improper personal benefit
- or
- act of omission that is determined to be grossly negligent.

6.13 Organization or Assignment of Church Committees

The JMLT has the authority to authorize the organization or assignment of various ministry teams and ministry team chairs of Journey Ministries, for the purpose of furthering the work of the church. The JMLT will clearly outline and articulate the mission and authority of any such *teams* and will determine which *team* recommendations need to come to the JMLT for approval.

6.14 Corporate/Church Record Keeping

The Church Administrator will maintain all records related to the organization or corporation of Journey Ministries as assigned by the JMLT. This could include, but not be limited to financial and legal records, Constitution/Bylaws, marketing materials and all other related documents.

6.15 Disputes

In the event of an irreconcilable dispute, all those involved will be bound by the decision of the JMLT.

ARTICLE VII - Senior Pastor

- 7.01** The Senior Pastor of Journey Ministries, along with the members of the JMLT will oversee the spiritual life of this church. The Senior Pastor will preach and teach the word of God, administer the ordinances and be in charge of all church services. The Pastor will also be a voting member of the JMLT and ex-officio member of all relevant committees.
- 7.02** A Senior Pastor will be called to full time service by an affirmative vote of 2/3 (two-thirds) of the JMLT, as well as 2/3 (two-thirds) of the church membership at a meeting called for that purpose. The Senior Pastor will automatically become a member of Journey Ministries on acceptance of the call.
- 7.03** The Senior Pastor's term of office will be indefinite. A vote may be taken by the JMLT members at any time to terminate the Senior Pastor's services. This will then be subject to a 2/3's (two-thirds) majority vote of the JMLT and a majority vote of the church membership at a business meeting or a special meeting. In addition, the membership can petition for such a vote, as outlined in 6.07.

ARTICLE VIII - Journey Ministries Staff

- 8.01** As it is determined by the JMLT that various staff positions are needed for Journey Ministries, the JMLT will determine, by staff position, all job information required including supervisory responsibilities, job tasks, expectations and job descriptions (see 6.10). These positions could include, but are not limited to: Church Administrative Assistant, Church Administrator, Worship Leader, Assistant Pastor, and Youth Pastor.

ARTICLE IX - Fiscal Year

- 9.01** The Fiscal Year of Journey Ministries will be November 1 to October 31.

ARTICLE X - Licensing, Commissioning and/or Ordaining

10.1 Licensing

As Spirit-filled individuals are called out from among us to proclaim the Gospel of the grace of God, such may be given a license to preach and administer the ordinances by a 2/3 (two-thirds) majority vote of the JMLT.

10.2 Commissioning

When a missionary requests commissioning, the request must be approved by the appropriate staff or ministry team then be presented to the JMLT for a 2/3 (two-thirds) majority vote approval.

10.3 Ordaining

When in the judgment of the JMLT members, a member, or in special cases a nonmember, is called to Christian service (including both preaching and non-preaching ministries), it will be within the power of the JMLT to call and conduct a Council of Ordination after announcing this intent to the church, as a whole. This Council will consist of up to five (5) evangelical ministers selected by the JMLT. The JMLT will empower the Council to examine the candidate, regarding the individual's personal Christian experience, call to the ministry, educational preparation, doctrinal beliefs, general background and reputation. The Council will make a recommendation to the JMLT, as to their opinion about the candidate's capacity or potential for the position. The JMLT will determine whether or not to approve the ordination, based on a 2/3 (two-thirds) majority vote of the JMLT.

10.4 Power of Revocation

The JMLT will have the power to discipline including and up to revoking the ordination credentials, license or commission of any minister or missionary ordained, licensed or commissioned under this Constitution, if said minister or missionary is found guilty of doctrinal or moral default.

ARTICLE XI - Amendments to the Constitution

- 11.1** The Bylaws can be amended or repealed by a 2/3 (two-thirds) vote of the membership present at a business or special meeting, provided that notice of the proposal to amend or repeal is given to the membership in writing at least 2 (two) weeks prior to the meeting and the previous 2 (two) Sunday services.

ARTICLE XII - Miscellaneous

12.1 Donations & Gifts

The JMLT has total authority to determine the best use of individual and/or corporate financial and property donations to Journey Ministries. In addition, the JMLT has the power and right to reject potential donations, if they believe that the donations or the demands of the donor are not in the best interest of Journey Ministries or do not align with the purpose or beliefs of Journey Ministries.

APPENDIX A

JOURNEY MINISTRIES

MEMBERSHIP COMMITMENT

Having received Christ as my Lord and Savior and been baptized and being in agreement with Journey Ministries belief statements, bylaws and structure, I now feel led by the Holy Spirit to unite with the Journey Ministries family. In doing this, I commit myself to God, and with his help, to the other members of Journey Ministries to do the following:

1. I will protect the unity of this Journey Ministries by
 - a. Acting in love toward other members,
 - b. Refusing to gossip,
 - c. Living the Journey Belief Statements,
 - d. Supporting the church leadership.

“So then, let us aim for harmony in the church and try to build each other up.”

Romans 14:19 (NLT)

“Have a sincere love for other believers, love one another earnestly with all your heart.”

1 Peter 1:22 (GN)

“Do not let any unwholesome talk come out of your mouths, but only what is helpful for building others up, according to their needs.” Ephesians 4:29 (NIV)

“Obey your leaders and submit to their authority. They keep watch over you as men who must give account. Obey them so that their work will be a joy, not a burden, for that would be no advantage to you.” Hebrews 13:17 (NIV)

2. I will share the responsibility of Journey Ministries by

- a. Praying for its growth,
- b. Inviting the un-churched and others, to attend,
- c. Warmly welcoming those who visit.

“To the church... We always thank God for you and pray for you constantly.” 1 Thessalonians 1:1-2 (NIV)

“The Master said to the servant, ‘Go out to the roads and country lanes and urge the people there to come so my house will be full.’ Luke 14:23 (LB)

“So warmly welcome each other into the church, just as Christ has warmly welcomed you, then God will be glorified.” Romans 15:7 (LB)

3. I will serve in the ministries of Journey Ministries by

- a. Discovering my gifts and talents,
- b. Being equipped to serve by the leadership team and/or pastors,
- c. Developing a servant’s heart.

“Each one should use whatever gift he has received to serve others, faithfully administering God’s grace in its various forms.” 1 Peter 4: 10 (NIV)

“{God} gave...some to be pastors and teachers, to prepare God’s people for works of service, so that the body of Christ may be built up.” Ephesians 4:11-12 (NIV)

“Each of you should look not only to your own interests, but also to the interest of others. Your attitude should be the same as that of Christ Jesus; Who {took on} the very nature of a servant.” Philippians 2:4-6, 7 (NIV)

4. I will support the testimony of Journey Ministries by

- a. Attending faithfully and regularly,
- b. Living a godly life
- c. Giving regularly to financially support the work of the church.

“Let us not give up meeting together...but let us encourage one another.” Hebrews 10:25 (NIV)

“Whatever happens, make sure that your everyday life is worthy of the gospel of Christ.” Philippians 1:27 (Ph)

“Each one of you, on the first day of each week, should set aside a specific sum of money in proportion to what you have earned and use it for the offering.” 1 Corinthians 16:2 (NIV)

“A tenth of {all of your} produce...is the Lord’s and is holy.” Leviticus 27:30 (Ph)

NAME (printed)

NAME (signature)

Date

APPENDIX B

JOURNEY MINISTRIES

MEMBERSHIP EXCLUSION

It is the right of the JMLT, in harmony with the Scriptures, to exclude anyone from membership who

- a) Holds to false or heretical doctrine,

“I urge you, brothers, to watch out for those who cause divisions and put obstacles in your way that are contrary to the teaching you have learned. Keep away from them.”

Romans 16:17-18 (NIV)

“If anyone teaches false doctrines and does not agree to the sound instruction of our Lord Jesus Christ and to godly teaching, he is conceited and understands nothing. He has an unhealthy interest in controversies and quarrels about words that result in envy, strife, malicious talk, evil suspicions and constant friction between men of corrupt mind, who have been robbed of the truth and who think that godliness is a means to financial gain.” 1

Timothy 6:3-5 (NIV)

“Warn a divisive person once, and then warn him a second time. After that, have nothing to do with him. You may be sure that such a man is warped and sinful; he is self-condemned.” Titus 3:10-11 (NIV)

b) Lives in an immoral manner contrary to the teaching of Scripture,

“I have written you in my letter not to associate with sexually immoral people – not at all meaning the people of this world who are immoral, or the greedy and swindlers, or idolaters. In that case you would have to leave this world. But I am writing you that you must not associate with anyone who calls himself a brother but is sexually immoral or greedy, an idolater or a slanderer, a drunkard or a swindler. With such a man do not even eat. What business is it of mine to judge those outside the church? Are you not to judge those inside? God will judge those outside. “Expel the wicked man from among you”.” 1 Corinthians 5:9-13 (NIV)

“By his power God raised the Lord from the dead, and He will raise us also. Do you not know that your bodies are members of Christ Himself? Shall I then take the members of Christ and unite them with a prostitute? Never! Do you not know that he who unites himself with a prostitute is on with her in body? For it is said, “The two will become one flesh.” But he who unites himself with the Lord is one with Him in Spirit.” 1 Corinthians 6:14-17 (NIV)

c) Sows discord and disturbs the unity of this Church.

“In the name of the Lord Jesus Christ, we command you, brothers, to keep away from every brother who is idle and does not live according to the teaching you received from us. We hear that some among you are idle. They are not busy; they are busybodies.” 2 Thessalonians 3:6, 11 (NIV)

APPENDIX C

JOURNEY MINISTRIES LEADERSHIP TEAM

MEMBER QUALIFICATIONS

To be a member of the JMLT, individuals will be... a mature Christian as outlined in the qualifications of spiritual leadership as found in...

“It is God’s way of preparing us in every way, to be equipped for every good thing God wants us to do.” 2 Timothy 3:17 (NLT)

“The reason I left you in Crete was that you might straighten out what was left unfinished and appoint elders in every town, as I directed you. An elder must be blameless, the husband of but one wife, a man whose children believe and are not open to the charge of being wild and disobedient. Since an overseer is entrusted with God’s work, he must be blameless – not overbearing, not quick-tempered, not given to drunkenness, not violent, not pursuing dishonest gain. Rather he must be hospitable, one who loves what is good, and who is self-controlled, upright, holy and disciplined. He must hold firmly to the trustworthy message as it has been taught, so that he can encourage others by sound doctrine and refute those who oppose it.” Titus 1:5-9 (NIV)

“But He will pour out His anger and wrath on those who live for themselves, who refuse to obey the truth and practice evil deeds.” Romans 2:8 (NLT)

“To the elders among you, I appeal as a fellow elder, a witness of Christ’s sufferings and one who also will share in the glory to be revealed: Be shepherds of God’s flock that is under your care, serving as overseers – not because you must, but because you are willing, as God wants you to be; not greedy for money, but eager to serve; not lording it over those entrusted to you, but being examples to the flock. And when the Chief Shepherd appears, you will receive the crown of glory that will never fade away.” 1 Peter 5:1-4 (NIV)

APPENDIX D

JOURNEY MINISTRIES LEADERSHIP TEAM

Conflict of Interest Statement

JMLT Conflict of Interest Policy

Scope

The following statement of policy applies to each member of the Journey Ministries Leadership Team and employees and/or unpaid staff of Journey Ministries of Davison, Michigan.

Policy

- A. It is the policy of Journey Ministries that no individual person or their family members derive any personal economic benefit, directly or indirectly, by reason of such person's membership on the JMLT or a JM Committee, services to the JMLT or a JM Committee or because of employment by/ with a connected organization (except in the case of employees for reasonable compensation). Each member of any Journey Ministry committee shall also disclose to the JMLT or JM Committee any personal interest which he or she or any family members may have in any matter pending, or expected to come before the JMLT or JM Committee. Each employee shall disclose to the JMLT any personal interest which he or she or any family member may have in any matter or transaction involving Journey Ministries.
- B. If the JMLT determines that it is in the best interest to engage in transactions with an organization or individual who could be construed as having a conflict of interest, the JMLT may submit an Annual Disclosure Statement (see Appendix) to the meeting minutes at a January meeting, listing all organizations which will, or may be reasonably expected to, engage in business transactions (other than payment of dues or grants) with Journey Ministries, and in which such organization, person or a family member has a Material Financial Interest or in which the organization, person or a family member acts as a JMLT member, employee or unpaid staff member of Journey Ministries. A Journey Ministries Person or Family Member has a Material Financial Interest in an organization if he/she (i) owns, directly or indirectly, more than 5% of the organization's equity interest, (ii) is owed money by the organization in excess of 5% of the organization's overall indebtedness or in excess of 2% of the [organization] Person or Family Member's net worth, or (iii) receives compensation from the Entity in excess of 2% of the income of the [organization] Person or Family Member. After the completion of the Annual Disclosure Statement, the JMLT will maintain the power to consider other transactions that may fall into this category as the year progress. However, the JMLT will then follow the protocol as outlined in this section of the bylaws.

- C. "Family Members" of Journey Ministries or the JMLT shall be defined as spouse, parents, step-parents/children, children, or grandchildren provided such persons are residing in the same home and shall also include any other individual residing in the home not otherwise described herein. Family Members shall also include the persons described above (other than an unrelated individual) living outside the home only if the JMLT has actual knowledge of the interest or affiliation of such family member.

Administration

Disclosure statements shall be submitted to the JMLT who shall be responsible for the administration of this policy. If a disclosure shows that there is or may be a conflict of interest with respect to a pending transaction, the JMLT shall handle the matter as outline in Section B. Except as necessary to effectuate this policy or where disclosure is otherwise in the best interests of Journey Ministries, the information disclosed in disclosure statements shall be held in confidence by the JMLT, as they are authorized to receive and act upon it.

Restraint on Participation

Any member of the JMLT or Journey Ministries who has a conflict of interest in any proposed transaction or other matter shall refrain from participating in consideration of the proposed transaction or other matter, except such individual shall provide information and interpretation as requested by the JMLT. In the case of a JMLT member, he or she shall not vote on the matter in question and, if so requested by the Chair or any member of the JMLT, shall not be present at the time of the final discussion and/or vote.

Advance Determinations

Any member of the JMLT or subsequent committees, who is uncertain about possible conflict of interest in any matter, may request the JMLT to determine whether a possible conflict exists; the JMLT shall resolve the question by majority vote.

APPENDIX E

JOURNEY MINISTRIES BY LAWS

Approval Signature Sheet and Revision Record

Reason for Revision	Date of Revision	Revision Approvals
Initial Release	March 6, 2005	Robert Rottiers, Chair David Shaffer, Vice Chair
Updated section 9.01 from a fiscal year of Jan 1st – Dec 31st to Nov 1st – Oct 31st.	September 25, 2005	Robert Rottiers, Chair David Shaffer, Vice Chair
Updated section 12.2 to add “501(c)3 approved”; Added Appendix D – Conflict of Interest for JMLT members; Added section 11.2 and Appendix E – Approvals	November 20, 2005	Robert Rottiers, Chair David Shaffer, Vice Chair
Revised section 6.02 and 6.04 Change # of JMLT members on team; verbage about family relationships & being a member of the JMLT	January, 2010	Jon Ragnone, Chair Carol Dowsett, Vice Chair
Revised section 6.04 Change regarding qualification of JMLT members in relation to Journey staff	January, 2015	John Hair, Chair Larry Reed, Vice Chair

Revised section 6.03 Change regarding JMLT term limits	January, 2017	John Hair, Chair Larry Garrison, Vice Chair