

ASPEN GROVE NETWORK CONSTITUTION

ARTICLE I NAME

1. Name.

The name of this organization shall be Aspen Grove Network and shall be domiciled in the State of Minnesota.

ARTICLE II STATEMENT OF FAITH

1. Statement of Faith.

The following represents the Statement of Faith for Aspen Grove:

- a. We believe that the Bible is the completely and uniquely inspired Word of God, inerrant in its original writings. The Bible is our supreme and final authority in faith and life. (II Timothy 3:16; II Peter 1:20, 21)
- b. We believe in one God, eternally existing in three persons: Father, Son, and Holy Spirit. (Genesis 1:1, 26; Matthew 28:19; John 1:1, 3; 4:24; Acts 5:3, 4; Romans 1:20; Ephesians 4:5, 6; II Corinthians 13:14)
- c. We believe that Jesus Christ was begotten by the Holy Spirit, and born of the Virgin Mary, and is true God and true man. (Matthew 1:18-25; Luke 1:26-38; Romans 9:5; Titus 2:13)
- d. We believe that man and woman were created in the image of God; that they sinned and thereby incurred not only physical death, but also spiritual death, which is separation from God; and that all human beings are born with a sinful nature, and become guilty sinners in thought, word and deed. (Genesis 1:26, 27; 3:1, 24; Romans 3:25; 5:12-18; I John 1:8)
- e. We believe that the Lord Jesus died for our sins as a representative and substitutionary sacrifice; that He rose victorious from the grave on the third day; and that all who believe in Him are justified by His shed blood. (Isaiah 53; Matthew 20:28; John 3:16; Romans 3:24-26; 5:1; I Corinthians 15:3; II Corinthians 5:21; Ephesians 1:7; I John 2:2; Matthew 28:6; Romans 10:9; and I Corinthians 15:14)
- f. We believe that the Holy Spirit came forth from the Father and Son to convict the world of sin, righteousness, and judgment, and to regenerate, sanctify, and empower all who believe in Jesus Christ. We believe that the Holy Spirit indwells every believer in Christ, and that He is an abiding helper, teacher, and guide. (John 16:5-15; Romans 8:16, 23, 26, 27)
- g. We believe in the personal and imminent return of our Lord Jesus Christ. (Acts 1:11; I Thessalonians 4:16, 17; Matthew 24:42-51; Matthew 25:1-13)
- h. We believe that all who come by grace through faith to accept the Lord Jesus Christ are born again of the Holy Spirit and thereby become children of God. (John 3:3, 5; 1:12, 13; James 1:18; I Peter 1:23; Ephesians 2:8, 9)



- i. We believe in the bodily resurrection of the just and the unjust, the everlasting joy of the saved, and the everlasting conscious punishment of the lost. (John 5:28-29; I Corinthians 15; II Corinthians 5:10; Matthew 25:31-46; Revelation 20:4-6, 11-15)
- j. We believe that all Christians are baptized by the Holy Spirit when they are born again. We believe that believer's baptism by immersion in the name of the Father, Son, and Holy Spirit is a professed believer's biblical testimony. (Acts 2:28-41, 47; Matthew 28:18-20; Acts 8:36-40; 10:47; 18:8; Romans 6:3, 4; I Corinthians 12:13)
- k. We believe that those who partake of the Lord's Supper should be born-again believers, walking in fellowship with the Lord Jesus Christ. (Acts 2:42-46; I Corinthians 11:23-29)
- l. We believe that there is one true church universal, comprised of all those who acknowledge Jesus Christ as personal Savior and Lord. The Scriptures command believers together to devote themselves to worship; prayer; teaching of the Word; observance of baptism and the Lord's Supper; fellowship; service to the body through the development and use of talents and gifts; giving through tithes and offerings; and outreach. (Romans 12:4-6; I Corinthians 12:4-6; Ephesians 2:19-22; 4:12-16; Hebrews 10:24, 25)
- m. We believe that all Christians are commanded to participate in spreading the Gospel to all people groups. (Matthew 28:19-20; Acts 1:8)

ARTICLE III
PURPOSE AND COVENANT

1. Purpose.

Jesus sends us to love

2. Covenant.

Based upon this purpose, the Members of Aspen Grove do covenant together, by God's grace, to live our lives in a manner consistent with the standards of biblical teaching, including: supporting this local ministry in attendance, prayer, service and giving; living lives in word and deed that are an encouragement to others to know and be like Jesus Christ; and reflecting in all our relationships the servant-love of our Lord.

ARTICLE IV
AFFILIATION

1. Affiliation.

Aspen Grove shall be affiliated with Converge North Central and Converge Worldwide.

ARTICLE V



MEMBERSHIP

1. Membership Requirements.

Membership is a covenant between a Member and Aspen Grove. There shall be three (3) categories of membership in Aspen Grove: Church Member, Fellowship Member, and Non-Resident Member.

2. Church Membership requirements.

- a. A statement of faith in Jesus Christ as Savior and Lord, and evidence of a desire to live a consistent Christian life.
- b. A verified understanding of basic Christian doctrine and beliefs.
- c. A signed statement indicating consent to the Statement of Faith and Covenant of Aspen Grove.
- d. An agreement to abide by biblical principles of Christian discipline.
- e. Baptism by immersion.
- f. Regularly participate in public worship with Aspen Grove sites.

3. Fellowship Membership requirements.

- a. A statement of faith in Jesus Christ as Savior and Lord, and evidence of a desire to live a consistent Christian life.
- b. A verified understanding of basic Christian doctrine and beliefs.
- c. A signed statement indicating consent to the Statement of Faith and Covenant of Aspen Grove. (A Fellowship Member may take exception to baptism by immersion).
- d. An agreement to abide by biblical principles of Christian discipline.
- e. Regularly participate in public worship with Aspen Grove sites.

4. Non-Resident Membership Requirements.

- a. Formerly a Church Member or Fellowship Member of Aspen Grove.
- b. Consensus by the Overseers that the status of Non-Resident Member be granted for a limited term. The Overseers shall annually review and determine the status of all Non-Resident Members.
- c. A statement indicating that regular contact with Aspen Grove is temporarily suspended because the Member is temporarily residing outside the vicinity of the Aspen Grove facility due to circumstances acceptable to the Aspen Grove Overseers; and further stating an intention to re-associate with Aspen Grove as a Member upon return to residency within the vicinity of the Aspen Grove sites.

5. Membership Participation Distinctions.

- a. A Church Member may vote on all matters to be determined by Membership Vote, and may serve in any capacity in the ministry of Aspen Grove.
- b. A Fellowship Member may vote on all matters to be determined by Membership Vote except to amend the Constitution of Aspen Grove or to amend the Articles of Incorporation.
- c. A Non-Resident Member shall not vote on any matters.



6. The Membership.

Throughout the rest of this document, unless stated otherwise, the words “Member” and “Membership” shall refer collectively to Church Members and Fellowship Members.

7. Procedure for Membership.

The Overseers will ensure the membership process is followed. The procedure for membership shall be:

- a. Completion of the Aspen Grove membership class.
- b. Each applicant will be interviewed for membership by an Overseer or a site leader approved by the Overseers to ascertain whether the applicant meets the membership requirements.
- c. Upon recognition that the applicant meets the appropriate membership requirements, the respective membership will be granted by the Overseers at the next Overseers meeting and recorded in the minutes. At this time the new Member has full membership rights according to their membership category.
- d. At the next business meeting following an Overseer grant of membership, the Membership will vote on the ratification of the Overseer action to grant membership to the new Member. A new Member granted membership by the Overseers between meetings has the right to vote on their own ratification. For at least seven (7) days prior to the vote on ratification, the name of each new Member will be available ~~at the church office~~. A new Member failing to receive a vote of seventy-five percent (75%) in favor of ratification of membership shall be terminated from membership.
- e. Members are not accepted based upon a letter of transfer.

8. Termination from Membership.

Termination of membership is a very serious matter as it indicates a break in our Covenant. As such, all actions should be taken within Biblical principles and only after the Overseers have made personal attempts to determine the membership intent and, if necessary, to attempt reconciliation.

- a. Upon the establishment of a quorum and two-thirds (2/3) vote of Overseers present, the Overseers may terminate the membership of any person who no longer meets the membership requirements.
- b. Whenever a Member becomes a member of another church, his/her membership in Aspen Grove will terminate without further action. A Non-Resident Member may become a member of another church where he/she is living and concurrently retain non-resident membership in Aspen Grove.
- c. A Member of any category, upon the Member’s own written request, may be terminated from membership.
- d. A Member who fails to participate with or attend the church for a period of time may be contacted by an Overseer, pastoral staff or designee of the Overseers to discern membership intent. The term “period of time” is to be



defined as approximately six (6) consecutive months. However, an Overseer, Pastoral staff or designee of the Overseers may attempt contact at any time to discern membership intent if the situation warrants.

ARTICLE VI
CHURCH LEADERS/OFFICERS

1. Overseers.

The governance of Aspen Grove shall be vested in the Overseers. To hold the position, an Overseer of Aspen Grove shall affirm that they:

- a. Are a Church Member of Aspen Grove.
- b. Subscribe to and affirm the Statement of Faith, Covenant and strategies of Aspen Grove.
- c. Strive to meet the biblical standards for church leaders (I Timothy 3).
- d. Are a biblically proportionate giver.
- e. Are of legal age.
- f. Regularly participate in public worship with Aspen Grove.

2. Lead Pastor of Aspen Grove

The spiritual guidance and welfare of Aspen Grove shall be vested in the Lead Pastor of Aspen Grove. The Lead Pastor shall affirm that they:

- a. Are eligible to be a Church Member of Aspen Grove.
- b. Subscribe to and affirm the Statement of Faith, Covenant and strategies of Aspen Grove.
- c. Strive to meet the biblical standards for church leaders (I Timothy 3).
- d. Are a biblically proportionate giver.
- e. Are of legal age.

3. Officers.

For legal purposes as a Minnesota non-profit corporation, the following officers are designated:

- a. President – The Chair of the Overseers serves as the Chair of the Church, and holds the title of President for all legal purposes.
- b. Vice President – The Vice-Chair of the Overseers serves as Vice-President of the Church.
- c. Secretary – The Overseers will appoint a Church Secretary annually.
- d. Treasurer – The Operations Director serves as the Church Treasurer.

ARTICLE VII
GOVERNMENT

1. Jesus Christ is the head of Aspen Grove.

Jesus Christ is the head of Aspen Grove, which is comprised of all Members and attendees. We seek to be led by the Holy Spirit in the direction He wishes to accomplish, and to come under the authority of Christ. The Overseers are a



selected (called) group of Members who help manage the direction of Aspen Grove Church but are under the authority of the Membership. The Lead Pastor comes under the authority of the Overseers and is responsible for the spiritual growth and well being of Aspen Grove and its Ministries.

2. The Membership.

The Membership must approve the annual budget,

3. Overseers.

The Overseers should be leaders of the Congregation in life, speech, sound doctrine, and ministry. The Overseers are members of the body of Christ who through use of their gifts provide general care and governance for Aspen Grove. A quorum of the Overseers for meeting and voting shall be two-thirds (2/3) of the Overseers. Action may be taken by the Overseers by majority vote of those participating unless otherwise provided in this Constitution. (For purposes of this Constitution, a "majority" means greater than fifty percent (50%.) The Overseers may take action by written or electronic approval as indicated by a majority of the Overseers. All voting actions must be duly noted in minutes. Minutes of Overseer meetings shall be kept in an official record available to the Membership.

a. Responsibilities.

The Overseers shall:

- i. Ensure that Aspen Grove remains on a true course biblically, in accordance with sound doctrine.
- ii. At least annually review strategies and objectives to accomplish Aspen Grove Purpose and to report such at a Church Business Meeting.
- iii. At least annually review, evaluate and report on the total program, specifically, but not limited to, core ministries and operations of Aspen Grove, to determine that objectives are being accomplished.
- iv. Establish and publish as necessary, policies and procedures to guide Aspen Grove.
- v. Have ultimate responsibility for governing the business affairs of Aspen Grove
- vi. Represent the Membership in certain staff relationships including:
 1. Annual written review of the ministry of the Lead Pastor, providing godly counsel or discipline as required.
 2. Annual review and approval of Lead Pastor compensation.
 3. Periodic review of personnel policies, and administration of those policies as they directly relate to all the staff.
- vii. Recommend to the Membership any ordinations.
- viii. Act upon any licensing and commissioning requirements and to notify the Membership of any such actions.
- ix. Present a proposed budget to the Congregation at the Annual Business Meeting for Membership approval. All proposed



non-budgeted expenditures in excess of twenty-five thousand dollars (\$25,000) require the approval of the Membership.

- x. Sign legal contracts which are consistent with the budget, Constitution, and state law. This includes authority to borrow money, and to acquire, encumber, and sell real and personal property consistent within the provisions of Article VIII.1 of this Constitution.
- xi. Hear and respond promptly to concerns of the Congregation and the Staff.
- xii. Ensure that Aspen Grove is adequately represented in all legal matters.
- xiii. Keep and make available to any member the approved Overseer policies that govern Aspen Grove.

b. Rules of Office.

- i. The term of office for Overseers shall be two (2) years with a maximum of three (3) consecutive terms. A person shall be out of office at least one (1) year before they are again considered for additional terms. Terms shall be staggered so that, as nearly as possible, one-half (1/2) of the Overseers' terms shall expire each year, rounded down.
- ii. An Overseer will be terminated from office by expiration of a term, by resignation, upon a vote of dismissal by a two-thirds (2/3) majority of all remaining Overseers, or by a vote of dismissal by seventy-five percent (75%) of the quorum of Members present at a properly noticed business meeting. Notice of any termination shall be sent to the Membership, in writing, within seven (7) days after the changes.
- iii. Overseers shall be ratified by vote by seventy-five percent (75%) of the Members present at a properly noticed business meeting from nominations made by the Overseer Calling Committee.
- iv. Overseers shall consist of no less than seven (7) and no more than twelve (12) voting persons, which includes the Lead Pastor.
- v. At their first meeting following each Annual Business Meeting, the Overseers shall select from among themselves officers, as specified in Article VI, to be ratified by Membership vote at the subsequent Semi-Annual Business meeting.

4. Overseer Calling Committee.

The Overseer Calling Committee, is directly responsible to the Membership. The Overseer Calling Committee shall have five (5) members: two member shall be Overseer, two shall be site Lead Pastors and one member shall be the Lead Pastor. Overseers and Site Pastors will appoint their representatives in their first meeting after the Annual Meeting each year. Overseers and Site Lead Pastors may serve for no more than two consecutive years. The Overseer Calling Committee must unanimously approve recommended Overseers candidates.



- i. Responsibilities.
 1. To identify and develop potential Overseers.
 2. To check background, interview, evaluate and select possible candidates for the position.
 3. To make a recommendation of new Overseers to the Congregation for vote by the Membership at a properly noticed business meeting. No more than one (1) candidate shall be presented for each opening.
 4. To handle all communication with Overseer candidates until ratified by the Membership.

5. Lead Pastor

The Lead Pastor shall be the spiritual leader and staff leader of Aspen Grove

- a. Responsibilities.
 - i. Preach and teach the Bible, lead public worship services, administer the ordinances, and lead the Congregation in a practical Christian life.
 - ii. Be a member of the Overseers and an ex officio voting member of all other committees.
 - iii. Provide guidance to the Called Staff and ministry mentorship.
 - iv. Direct the church staff, providing counsel, encouragement, and Christian discipline, so as to assist in the accomplishment of objectives for each staff member. All staff are responsible to the Lead Pastor, either directly or through another staff member.
- b. Dismissal of the Lead Pastor of Aspen Grove
 - i. Because the Lead Pastor of Aspen Grove is hired by membership vote the Lead Pastor of Aspen Grove may be dismissed only by membership vote.
 - ii. The dismissal vote must be by a 75% vote of members at a duly call membership meeting.
 - iii. The meeting must follow all the procedures for regularly scheduled member meetings.
- c. Interim Lead Pastor.

If the position of Lead Pastor is vacant or the Lead Pastor is unable to fulfill his functions, the Overseers may appoint an interim Lead Pastor.

6. Lead Pastor Calling Team

- a. The Lead Pastor Calling Team of Aspen Grove will consist of equal number of Site Lead Pastors and Overseers with a minimum of 6 people and a maximum of 10 people at the discretion of the Overseers. Independently the Site Lead Pastors and Overseers will choose their representatives.
- b. Responsibilities.
 - i. To check background, interview, evaluate and select possible candidate(s) for the position.
 - ii. To present no more than one (1) candidate to the Membership concurrently for a vote to issue each Call.



- iii. To make a recommendation to the Membership at a properly noticed business meeting; and to issue a call, with specific terms of employment approved by the Overseers.
- iv. To handle all communication with candidates until a call is accepted, after which communications shall be made by the Overseers or staff.
- v. To inform the Membership of the on-going progress of the search.

The Lead Pastor Calling Team will recommend a candidate to the members by a unanimous vote. The Lead Pastor of Aspen Grove must be ratified by a 75% at a duly called membership meeting.

ARTICLE VIII
ACQUISITION, DISPOSITION AND ENCUMBRANCE OF PROPERTY

1. Acquisition, Disposition and Encumbrance.

By affirmative vote of the Overseers, Aspen Grove may borrow money, buy, lease, acquire, own, hold, improve, use and deal in and with real or personal property, or an interest in property, wherever located; and may sell, convey, mortgage, create a security interest in, lease, exchange, transfer or dispose of all or part of its real or personal property, or an interest in property, wherever located; except, however, that any action involving the construction of, financing of, or addition to the church facilities outside of budgeted expenditure as limited by Article VII.4.a.x must be approved by seventy-five percent (75%) of all the Members present at a business meeting called for such purpose; and that any sale, lease, transfer, or disposition of all or substantially all of the church property and assets shall likewise be approved by seventy-five percent (75%) of all the Members present at a business meeting called for such purpose.

2. Dissolution.

In case of dissolution of Aspen Grove, Converge North Central shall have the first right of refusal for all church property and all associated debt.

ARTICLE IX
BUSINESS MEETINGS

1. Annual Business Meetings.

The date and time of the Annual Business Meetings of Aspen Grove shall be determined by the Overseers, provided proper notice is given. The agenda of Annual Business Meetings may include ratification of Overseers, presentation of annual financial statements, approval of budgets and objectives for the current year, and other matters as determined by the Overseers. The Overseers shall provide the Congregation with the agenda and with written financial and scheduled ministry reports at least seven (7) days prior to the Annual Business Meeting. The Annual Business meeting may be restricted in whole or in part to Members, as determined by the Overseers, whenever the issue under discussion



merits confidentiality. The chairperson of the Overseers shall be the meeting chairperson.

2. Special Business Meetings.

a. Called by Overseers.

Business meetings may be convened by the Overseers, as they deem necessary, provided proper notice is given. The business meeting may be restricted in whole or in part to Members, as determined by the Overseers, whenever the subject under discussion merits confidentiality.

b. Called by Members.

Before Members may request a special business meeting on an issue, those Members shall first request an appearance on the issue with the Overseers. If those Members and the Overseers cannot resolve the issue, those Members may, after thirty (30) days of requesting the appearance with the Overseers, submit to the Overseers a written petition for a special business meeting. A valid petition will be signed by at least ten percent (10%) of the Membership or thirty-five (35) Members, whichever is lower, contain a brief statement of the unresolved issue(s) for the meeting agenda, and state any motions concerning each issue. Within thirty (30) days of receiving a valid written petition, the Overseers shall either convene a special business meeting to address the issue(s) in the petition, or place the issue(s) on the agenda for the next Semi-Annual Business Meeting. The business meeting may be restricted in whole or in part to Members, as determined by the Overseers, whenever the issue under discussion merits confidentiality.

3. Proper Notice.

Notice for all regular and special business meetings shall be at least seven (7) days. Notice of such meetings shall be by active written and verbal communication to Members and shall also be published in a church publication. Such notice shall include a meeting agenda, and include any special items for action. In the case where ratifications are being made, written notice of candidates' names shall also be provided in the agenda at least seven (7) days prior to the meeting. In the case where the meeting shall be to amend this Constitution or the Articles of Incorporation of Aspen Grove, thirty (30) days public notice shall be provided pursuant to Article XI of this Constitution.

4. Parliamentary Procedures.

The overriding consideration in any procedure is the grace, fruit and wisdom of the Holy Spirit. Parliamentary procedure shall be generally in accordance with Robert's Rules of Order (Revised).

5. Quorums.



A quorum for conducting business meetings shall be the larger amount of thirty-five (35) Members or ten percent (10%) of the current total Membership. In the absence of a quorum, the meeting shall be rescheduled.

6. Voting Procedures.

A properly noticed business meeting is required for any Membership voting. At any business meeting where voting is conducted, the Membership shall use the following procedures:

- a. Only Aspen Grove Members and Fellowship Members shall be eligible to vote as set forth in Article V.
- b. Unless waived by written ballot by the majority of the Members in attendance, written ballots shall be used for each topic requiring a vote. Ballots will only be provided to properly identified Members at the time of the meeting and care shall be taken to ensure ballots are properly managed and tabulated.
- c. Absentee ballots are encouraged and shall be valid if received by the meeting chairperson prior to the meeting at which the vote shall occur. A designated Overseer shall determine validity of absentee ballots and report at the meeting the names of those submitting absentee ballots.
- d. Ratification of Lead Pastor, Overseers and Called Staff requires a seventy-five percent (75%) affirmative vote of the quorum.
- e. Unless otherwise provided in this Constitution, a majority vote of the quorum is required for all action by the Membership.

7. Effective Date of Service.

Overseers, Called Staff and other elected persons shall assume their responsibilities on the first day of the fiscal year or on any other date indicated on the ballot at the time of election, unless elected or appointed during the year to fill a vacancy.

**ARTICLE X
FISCAL YEAR**

1. Fiscal Year.

The fiscal year of Aspen Grove shall be October 1 through September 30.

**ARTICLE XI
AMENDMENTS**

1. Amendments.

- a. This Constitution and the Articles of Incorporation of Aspen Grove may be amended at any properly noticed business meeting. Written public announcement of such a meeting must be made to the Congregation at least thirty (30) days prior to such meeting.
- b. Written copies of proposed amendments must be made available at least seven (7) days in advance of the meeting.



- c. Only Aspen Grove Members may vote to amend this Constitution or the Articles of Incorporation. A two-thirds (2/3) vote of the quorum shall be required to amend the Constitution or the Articles of Incorporation.

ARTICLE XII
INDEMNIFICATION

1. Indemnification.

Every member or recognized volunteer of the Overseers, Calling Committee, Called Staff or Support Staff of Aspen Grove shall be indemnified by Aspen Grove against all expenses and liabilities, including counsel fees, reasonably incurred or imposed upon such member or recognized volunteer of the Overseers, Calling Committee, Called Staff or Support Staff in connection with any threatened, pending, or completed action, suit or proceeding to which she/he may become involved by reason of her/his being or having been a member or recognized volunteer of Overseers, Calling Committee, Called Staff or Support Staff, or any settlement thereof, unless adjudged to be liable for intentional misconduct in the performance of her/his duties therein either by a court of law or by the Overseers. Provided, however, that in the event of a settlement, the indemnification herein shall apply only when the Overseers approves such settlement and reimbursement as being in the best interest of Aspen Grove. The foregoing right of indemnification shall be in addition to and not exclusive of all other rights to which such member or recognized volunteer of the Overseers, Calling Committee, Called Staff or Support Staff is entitled.

ADOPTION

This Constitution has been approved and adopted by the Members of Aspen Grove on _____ (month, day, and year).

Overseer Chair – President

Witness – Treasurer

