

# DAYSRING CHURCH BYLAWS

Approved by the membership on December 14, 1994  
Amended by the membership March 16, 2022

## NAME

The name shall be "Dayspring Church," and the church shall be incorporated under the laws of the State of Maryland.

## ARTICLES OF FAITH

The spirit of the church shall be such as to provide an atmosphere of fellowship and a sphere of service for Christians of varying doctrinal position and interpretation within the stream of historic evangelical Christianity. The basic creed is the great confession of Peter, "Thou art the Christ, the Son of the Living God."

## RELATIONS WITH OTHER BODIES

Dayspring Church is a faith community which was born and raised within the Church of the Saviour. We wish to honor and acknowledge this important heritage. We endeavor to maintain and preserve the traditions of the Church of the Saviour within our fellowship while we continue to listen for and respond to God's continuing call to us and revelation among us. We therefore recognize a special affinity with other faith communities and missions which were also called from within the Church of the Saviour.

Dayspring Church will endeavor to enter into full fellowship and cooperation with all Christian groups and denominations. It will seek a close relationship and affiliation with all organizations and movements representing a united or cooperating Christian church, local, national, and world-wide.

Dayspring Church is to be regarded as a part or unit of Christ's Church, with a distinctive ecumenical spirit and approach, allowing freedom of worship, practice, and belief among its own constituents, while remaining true to the basic values in the stream of historic evangelical Christianity; attempting to bear a unique witness of unusual spiritual power, while at the same time recognizing the validity, the integrity, and the rights of self-determination of all Christian groups and denominations. We honor and acknowledge the voice of the ecumenical church in our day as an expression of the will of Christ.

## MEMBERSHIP

### Overview

The process of joining Dayspring Church involves moving through a series of deepening relationships with the church and its members. Our desire is that the newcomer should come to a clear, practical understanding of how membership in Dayspring Church will affect her life and that the newcomer should come to a clear, practical understanding with God of how God is calling him to live as a disciple. Therefore the membership process includes several stages of deepening commitment to Christ and the community:

1. Touch the life of the body.

One often first touches the life of Dayspring Church through attending Sunday worship, participation in activities sponsored by one of the missions of the church, such as a silent retreat, or by attending some other informal gathering at Dayspring. People are welcome to remain in this larger worshipping community, but they are also invited to deepen their belonging.

2. Introduction to the life of the body.

A deeper involvement in the church would involve forming one-to-one relationships with members of the church and/or participation in the School of Christian Living classes. This School, which is described in detail below, is the primary means for introducing newcomers to the Christian life as lived in Dayspring Church, and is the channel through which one moves toward membership.

3. Explore the life of the body.

After learning about the life of Dayspring Church and becoming acquainted with several of the members, one may wish to explore whether God is leading one to become a member. One may request a shepherding relationship with a member, for the purpose of exploring one's call and the spiritual disciplines. Or, if one feels drawn to the work of one of the mission groups, one may request a time to explore whether intern membership is appropriate.

4. Commit to membership.

There shall be invited into membership all persons *who believe in Christ as God and Savior*, who in obedience to Christ intend seriously "To seek first His Kingdom and His righteousness," who believe themselves to share a vision of and desire for an ecumenical Christian Church, and who can affirm without reservation the members' commitment of Dayspring Church. Those applying for membership shall be received upon vote of the membership. Persons received upon profession of their faith in Christ shall be baptized according to their expressed desire and conviction in conformity with the beliefs or traditions of those groups or denominations with which they have been associated. Persons received into membership shall ordinarily be welcomed publicly and make their membership commitment in the presence of the congregation.

When one is ready to commit to membership, one asks to enter sponsorship. During a period of sponsorship the individual and the community attempt to discern whether one is truly called by God to the life of this church, and is ready to assume its responsibilities.

Members take full responsibility co-equally for the life of the church, its missions, and the nurture of those who participate in its life. This commitment is reviewed and re-made by all members annually on the third Sunday in October.

## STEPS INTO FORMAL MEMBERSHIP OF DAYSPRING CHURCH

1. Become an Intern Member

An intern member makes a public commitment to "try on" the life of the member, so as to determine whether it is indeed God's call for that person at that time. The intern member adopts

the disciplines of the mission group and participates in the life of the mission. One whose call to a particular mission is confirmed by that mission group is eligible to begin exploration after completing two of the five required courses in the School of Christian Living. Internship is intended to be a temporary status.

a. Preparation: One must complete at least two of the five basic School of Christian Living courses. Because it is difficult to take School of Christian Living courses at the same time as one is an intern in a mission group, it is recommended to complete the five required courses before seeking intern membership. Those courses are: Old Testament, New Testament, Christian Doctrine, Christian Growth, and Christian Ethics. (Please see the full section on the School of Christian Living below.)

Before pursuing intern membership, one needs clarity in two areas: whether one is called at this time to live out one's life in a mission group structure, and, if so, what exactly is the nature of one's particular call and the mission group in which to live that out corporately. This clarity can be sought through a shepherding relationship with a church member, through conversations with mission group members, or through silent retreat.

b. Initial contact: When some clarity on the above is achieved, one is ready to contact the moderator of the mission group. One shares with the moderator and the spiritual director of the mission group the following: one's understanding of one's call and how that call fits with the mission group's call, one's current practice of the disciplines, and the nature of one's relationship with Jesus Christ. The moderator and mission group will need to consider whether the mission group is able to receive an exploring member at the time. The ratio of members to interns must be appropriate. New members should be welcomed only if there is sufficient energy for pastoral care.

After such considerations, if the moderator and spiritual director agree, then a time is set to meet with the mission group. At that meeting the prospective member once again shares concerning call, practice of the disciplines, and commitment to Christ. After dialogue with the group, the mission group takes time to pray and respond.

c. Exploration period. If the mission group agrees, then for a period of six to eight weeks one explores life in that group in order to determine if one is ready to take on the intern's commitment. The mission group will provide a shepherd for this period, one who will introduce the structure, gifts and disciplines of the group, and who will work with the explorer specifically on the intern and membership commitments. Daily disciplines, weekly worship, weekly mission group meetings, and giving of at least 5% gross income to the church are part of this exploration.

If it becomes clear to the explorer and the group that one's call does not fit the mission group's call or that life in a mission group is not life-giving for one at this point, then the exploration is ended with the blessings and prayers of the mission group.

If and when it is clear to the explorer and the mission group that one is ready for intern membership, a date is set for making the intern membership commitment, with members of the mission group present, at a Sunday worship service.

## INTERN MEMBERS' COMMITMENT

I commit myself to the covenant of my mission group. By this I declare my willingness to be held accountable for the disciplines that the members have made explicit. I recognize that in making this pledge I am committing myself to involvement with people who are not like me—whose opinions and ways may be in opposition to my own. I thus declare my willingness to be stretched in uncomfortable ways, and to live in the tension and pain of unresolved relationships until differences shall be transcended and hurt transmuted.

I acknowledge that the cornerstone of this community is Jesus Christ, Servant and Liberator—the One who said, "Love one another, as I have loved you. There is no greater love than this, that a man should lay down his life for his friends" (John 15:12-13 NEB). In committing myself to the covenant of the mission I confess my willingness to take upon myself the life style of servant. I will endeavor to grow in my availability to each person in the group and I will join in the struggle for the liberation of the oppressed.

I will seek not only to receive, but to give; not only to be loved, but to love. I will give myself to discovering what it means to be a free person in community and what it means to be a community of free persons.

I recognize that though I am bound by the covenant of my mission group, I am ever free to break with it—never by default, but by open decision arrived at through meditation and in conversation with members of my group.

I celebrate this day because I believe that in binding myself in this covenant, I will be given new possibilities for a life of growth, freedom and devotion.

2. Intern membership. Internship is generally a period of three to eighteen months. Three months may be appropriate for one who has had previous mission group experience. During this period one explores what it means to be part of a servant people, and one discovers whether one can say, "yes" to membership as lived out in the Dayspring Church community.

The intern completes any of the five basic courses which have not been taken. The intern is confirmed in a gift to exercise on behalf of the group, and is held accountable for that gift. The intern lives out the corporate disciplines of the group, moving to a 10% tithe by the end of the internship, if one began at 5%. The intern will not assume responsibility for structure or strategy of the mission group, because it is a time of preparation, both for mission and for church membership. However, the intern will participate in the activities of the mission.

If at any time during the internship period the intern and the mission group realize that the intern's call does not fit the group's call, that the timing for this process is not of God, or that the intern is simply not ready to move toward the responsibilities and commitments of formal membership, then it is important to discuss this with the mission group. It is crucial to the life of the group and to the intern that there be no lingering doubt by the end of the internship time.

Many who explore intern membership and decide against it go on to participate for years in the worshipping community and/or explore other ways of belonging to Dayspring Church.

If one's relationship to Jesus Christ deepens and becomes central (if it was not before); if one's call is confirmed as one lives out that call corporately; if one's gift is exercised with authority and accountability; if one is faithfully keeping the disciplines; and if one is clearly called to membership in the whole body of Dayspring Church, then one may be ready to proceed into full membership.

When an intern member feels called to enter fully into the life of the church, to share fully in the responsibilities of the church, the intern discusses the possibility of entering sponsorship with his or her spiritual director and with the mission group. If the desire to proceed into membership is affirmed in the mission group, then the mission group approaches the Elders to ask that a sponsor be appointed to guide the intern through the final stages of preparation for membership.

Qualifications of a Sponsor. The Sponsor is a member of Dayspring Church who is particularly gifted in bringing others into the life of the church, a person who is deep in the faith, holds the vision of Dayspring Church and can exercise discernment. The Sponsor must understand the need for each member to have developed a disciplined Christian life in order for membership to be desirable for the whole church and for the individual. It is the responsibility of the sponsor to ascertain whether the intern has developed a disciplined Christian life, has grasped and affirmed the underlying principles of this Christian community, and has truly worked with the meaning of the members' commitment for his or her own life. Therefore, the Elders will consider carefully who might be a suitable sponsor for each candidate. After the Elders appoint a sponsor, that person, if not a member of the intern's mission group, will stay in close touch with the mission group as it is that group as a whole which sponsors one into membership through the work with the Sponsor. The appointed Sponsor will prepare for this responsibility by reviewing the sponsorship portions of Handbook for Mission Groups.

### 3. Sponsorship

Sponsorship generally takes a minimum of six weeks and a maximum of twelve months. Six weeks may be sufficient for one who has been in membership before and has no particular difficulties with the commitment. Twelve months may be necessary for one who does have significant issues to work through.

Sponsorship is a time for focus on:

- clarity and integrity of commitment to Christ and the call to live that out in a particular way,
- readiness for full assumption of the disciplines and the responsibilities/privileges of membership, and
- understanding and embracing membership in Dayspring Church and the ecumenical church at large.

The Sponsor will meet with the candidate periodically and guide the candidate through a study of the Dayspring Church and its workings, the membership commitment as it applies to the church and to the candidate's own life, and through such topics as seem important in the judgment of the Sponsor, for example, 1) the Kingdom of God, 2) ecumenism, 3) the Church, 4) individual and

corporate prayer, 5) ways of Christian growth, 6) stewardship, and 7) relevance of the gospel to social issues of the day.

The Sponsor will review with the candidate the guidelines in the sponsorship section of Handbook for Mission Groups. Along with discernment about any faith questions or issues of call, the sponsor encourages the candidate to discover the history of Dayspring Church, to get better acquainted with those members whom the candidate does not know well, and to become familiar with the work of all the mission groups. It is also important for the candidate to learn the history of the Church of the Saviour, so as to understand the roots of Dayspring Church. It is time to read Call to Commitment, Journey Inward Journey Outward, and The New Community, if the candidate has not already done so. Because Dayspring Church is an ecumenical church, learning about the ecumenical movement will be a part of understanding its history.

Concurrent with this period of study the candidate begins to write a spiritual autobiography, which will ultimately be shared with the other members. The task of writing it helps one to see one's life as a valuable story in which can be traced the grace of God. The Sponsor will help the reflection and writing process with encouragement and accountability. When it becomes clear to the Sponsor that the candidate has worked through all relevant issues, understood the church which she or he seeks to join, is in a position to take the members' commitment with some integrity, and is within sight of finishing an autobiography, then the Sponsor notifies the Elders that the candidate is ready for membership. The Elders, the Sponsor, the candidate and the mission group must agree on a date for the candidate to read the autobiography to the members and be voted into membership, and another date on which the new member will make a public commitment in worship.

The candidate is invited to attend members' meeting as a guest the month before seeking membership, to become acquainted with the meeting and to announce the reading of the autobiography. At the following members' meeting the spiritual autobiography is shared with the membership, who then vote whether to confirm the new member. When he or she has been confirmed, the commitment is made at a Sunday worship service, with members of one's own mission group present, before the congregation. With this commitment and the laying on of hands, one is ordained to the ministry of the gospel of Jesus Christ, particularly as expressed in the work of one's mission group.

### THE MEMBERS' COMMITMENT

I come today to join a local expression of the church, which is the body of those on whom the call of God rests to witness to the grace and truth of God.

I recognize that the function of the church is to glorify God in adoration and sacrificial service, and to be God's missionary to the world, bearing witness to God's redeeming grace in Jesus Christ.

I believe as did Peter and Martha that Jesus is the Christ, the Son of the Living God.

I unreservedly and with abandon commit my life and destiny to Christ, promising to give him a practical priority in all the affairs of life. I will seek first the kingdom of God and God's righteousness.

I commit myself, regardless of the expenditures of time energy and money, to becoming an informed, mature Christian.

I believe that God is the total owner of my life and resources. I give God the throne in relation to the material aspect of my life. God is the owner. I am the owner. Because God is a lavish giver, I too shall be lavish and cheerful in my regular gifts.

Realizing that Jesus taught and exemplified a life of love, I will seek to be loving in all relations with other individuals, groups, classes, races, nations and the earth, seeking to be a reconciler, living in a manner which will end all war and violence, personal and public.

I will seek to bring every phase of my life under the lordship of Christ.

When I move from this place I will join some other expression of the Christian church.

#### 4. Membership.

Members share in all the privileges and responsibilities of Dayspring Church. They share the call corporately to be this expression of the body of Christ. In addition each one is a member of a mission group and shares in the privileges and responsibilities which belong to it. Members may participate further in other groups, task groups, or activities of the church. There are certain disciplines which are common to all the members of Dayspring Church, and mission groups may add to them other disciplines which seem important in the context of their particular call.

### DISCIPLINES OF THE DAYSPRING CHURCH

1. To have a set period of solitude, for a minimum of one hour each day to meet Christ in prayer, meditation, scripture reading and journaling.
2. To worship weekly, usually with Dayspring Church.
3. To give proportionately to Dayspring Church, beginning with a tithe of one's gross income, and stretching to give above and beyond this beginning point.
4. To participate as a vital contributing member of a mission group of Dayspring Church, exercising one's own spiritual gift, encouraging the gifts of others, and holding one another accountable.
5. To give a weekly spiritual accountability report, written or oral, for the spiritual director of one's mission group, sharing faithfulness to the disciplines, ways that one has exercised one's corporate gift, scriptural insights and significant life occurrences.

6. To be on silent retreat at Dayspring at least once a year.
7. To attend and participate in members' meetings, unless ill or unavoidably detained.
8. To review the membership commitment annually and spend an hour of meditation in the chapel or Lodge the week prior to Recommitment Sunday in October.
9. To confess and ask the help of our fellowship should we fail in these expressions of devotion.

These disciplines are intended to be a support and encouragement to continued spiritual growth both for the individual member and the mission group and Dayspring Church as a whole. They are a description of the way in which we believe God calls us, Dayspring Church, a particular and very small expression of Christ's whole body, to respond to God's saving grace in Christ Jesus. They are not to be interpreted as law, nor are they intended to be a judgment against those not called to our particular response to God through belonging to the Dayspring Church. Admittedly, aspects of our discipline are somewhat arbitrary. Yet we know that to fall into the hands of the living God is a fearful thing, and that it is often our tendency to avoid the Light. Because of our human frailty and sinfulness, we recognize that we need the clarity of guidelines which are specific to help us to greater faithfulness. We have found the disciplines to be a means of grace.

Because we are a sinful people, there are times at which we do not keep our commitment to the disciplines. At these times we can only confess to God and to our community our unfaithfulness, and ask for forgiveness, as well as for the prayers of our brothers and sisters that we might be given the grace to grow more faithful.

#### Maintaining membership through illness or aging.

Sometimes a member of a mission group becomes limited by illness or aging and yet continues to be called to the mission. In that case, they may work out with their mission group appropriate ways to stay faithful to spiritual disciplines and to other membership commitments, ways which will continue to provide spiritual nurture, expression of call, and integrity of membership.

#### Changing or leaving a mission group and leaving membership.

Just as being faithful to God's call may mean joining a mission group and the Dayspring Church, so being faithful will sometimes mean changing mission groups or leaving a mission and membership in the church. If one's energy and commitment become low and remain so, then one needs to discern whether one's call has shifted.

After much consideration and prayer, if it seems that one needs to leave one's mission group, one speaks first with the spiritual director and the moderator, deciding with them when to share with the group. One will then search and plan together with the mission group regarding the departure.

If one is called to another mission group, some form of continued relationship is arranged with the "old" mission group while one explores with the "new" mission. If one is not called to

another mission or to issue a call for a new mission, then one leaves membership. In this case, after reaching agreement with one's mission group, one shares the intention to leave with the church members at a members' meeting, both to inform and to seek their prayerful presence in the process of leaving. A date for departure is set, and one joins in some appropriate marking of the passage with the mission group and with the church.

## WORSHIP

Freedom and latitude of expression shall be recognized in worship and the needs of those of differing backgrounds shall be met. The sacraments shall be administered in accordance with the convictions of various worshippers within the central stream of evangelical Christianity. We desire and expect that our public worship will flow from, reflect, and inspire the corporate life of the church and its ministries. The Elders are responsible for the public worship services of the church. The roles of preacher and liturgist will be rotated among those members who desire to lead worship, and others who may be invited to participate from time to time by the Elders.

## SCHOOL OF CHRISTIAN LIVING

The School of Christian Living is the vehicle through which people explore the church, experience life in community as we live it at Dayspring Church, begin to form personal relationships with others in the church, and decide whether to pursue membership. The Elders are responsible for planning and operating the school, which meets weekly for two terms each year. The school is the primary vehicle for nurturing newcomers to the church.

The classes offered in the School of Christian Living include a series of five required courses, which are normally offered one per term on a rotating basis, as well as other, elective courses on topics of interest to the community from time to time. The required courses are: Old Testament, New Testament, Christian Doctrine, Christian Ethics, and Christian Growth. They are normally taught by one of the members of the community, or by someone else who understands both the material and the nature of this school and this community. All classes are designed to be experiential, drawing on the life experience of the participants as well as the teacher. Classes also attempt to address non-intellectual as well as intellectual modes of learning.

An important part of each class is the structure of the evening, which begins with a shared meal prepared by the participants, and includes a devotional time, as well as the formal class period. A strong focus is placed on commitment to the class, and participants are expected to attend every session unless unavoidably detained or ill. If a participant anticipates the need to miss more than two sessions, she/he is asked to wait and take the class in another session. Each participant is expected to participate fully in the activities of the class and any homework which is assigned.

Each class is guided by a shepherd as well as by a teacher. The shepherd is a pastoral presence in the class, staying in touch with each participant, and encouraging each to ask questions about life in the community. The shepherd will spend extra time working with those participants who have difficulty with the class. The shepherd and the teacher both commit to pray for each participant regularly during the term. The shepherd also functions as a teacher's aide during the class, assisting the teacher in whatever ways may seem helpful. It is important that the shepherd

be a member of the church who has a clear understanding of the purposes of the School and who has strong pastoral gifts.

Because the purpose of the School is more to integrate newcomers into the community and to foster a relationship with Jesus Christ than to convey intellectual material, it is rare that an exception would be made to excuse someone from taking one of the required courses. The School is intended more for spiritual formation than to be a seminary.

All members are strongly encouraged to participate in the school, as well. Those who are not serving as teacher or shepherd may volunteer to offer a meditation, help to cook, attend meals, or participate in the class as students.

The School is above all a framework within which one can renew one's relationship with God, review and begin to understand one's own faith history and relationship with the church, begin to discover one's call and gifts, and form a concept of the disciplined Christian life.

## MISSION GROUPS

The mission group is the basic functional unit of the church. Each member must be a member of a mission group, preferably in Dayspring Church or, with an exception, a mission group in another church. Just as the spiritual disciplines focus our attention on the inner growth of the Christian life, so the mission of the group focuses our attention on the outward growth of the Christian life. In belonging to a mission group, one participates with the other members in both a common inward journey of corporate spiritual growth and a common outward journey of service which complement one another. The minimum size of a mission group is two members.

### Becoming a Mission Group.

A mission group begins with a person who has heard a call of God through Christ to minister to a particular point of grief and need in the world, or to nurture the Body in order that its members might more faithfully and compassionately be with Christ in the world's suffering. If this person is currently in a mission group, then it is the mission group's responsibility to nurture him or her in discerning, clarifying, and claiming the new call which is given. If the person is not currently in a mission group, she/he will need to seek spiritual direction and times of consultation with church members to nurture, delineate and affirm the call.

The called person spends the necessary months (or years) clarifying and articulating the exact nature of the call. She/he writes a statement which includes:

- a description of the call, the nature of the outward mission, to whom it is directed, how it might be pursued,
- a description of the covenant for the inward journey, including the disciplines required by Dayspring Church plus any others to be added for this mission group.

The person issues the call at Sunday worship, at members' meeting, and in other ways, if desired. If one or more persons respond to the call, they may begin weekly meetings to explore the possibility of becoming a mission group. This exploration should include clarification of the

call, any modification or refinement by the group; devising specific strategy for carrying out the mission; and agreement in detail on the inward journey covenant.

This period generally takes from four to twelve weeks. The original called person would act as moderator of the exploring group. All explorers who are members or interns would continue with spiritual direction and some agreed form of relating with their "old" mission groups.

The exploring group would then submit its statement of call and disciplines to the Council and ask for approval as a mission group. The Council has the awesome and critical responsibility of weighing and discerning the genuineness of the call and whether it is of God. It may be important that the call be sharpened further, or the covenant more specifically defined and the statement resubmitted at a later date. All members would review this request before the Council would meet with the proposed mission group. With Council approval, the group would become an official mission group of Dayspring Church.

#### Rights and responsibilities.

Each mission group is given both the responsibility and the authority to carry out their call as they see fit. They are entitled to use the name, Dayspring Church, in their work. They are responsible for raising the funds to do the work. They can expect moral support, prayer support and encouragement from the rest of the church. The church will expect the mission group to keep them informed about its activities. Each mission group is entitled to send a voting representative to the Dayspring Church Council. As Dayspring Church is ultimately responsible for the activities of each of its mission groups, each mission group is responsible for considering the likely impact of its activities upon the larger membership.

#### Internal structure.

Within the mission group each member will be helped to identify and claim his or her particular gift to the group. After one's gift is confirmed by the group, one is held accountable for the exercise of that gift in the life of the mission group. There are two crucial roles in the functioning of any mission group: the moderator/prior and the spiritual director. There may be other roles defined as well. The mission group is the primary place for each member to seek and receive pastoral care, usually from the group's pastor/prophet or its spiritual director. The moderator and spiritual director will work to keep the group's inward and outward journeys in balance, so that each member of the group will experience that balance in church life. As part of this balance, each member will be held accountable in the weekly spiritual report for the inward journey as pursued in the disciplines of the group, and the outward journey as pursued in the mission life of the group.

## GOVERNANCE

Membership. The members make up the final governing body of the church. The membership meets monthly, normally on the third Wednesday evening of the month. The annual meeting of the Dayspring Church Corporation comprises a part of the regular members' meeting which is held in the month of January. This annual meeting is held for the purpose of election of officers, trustees, and other business as may properly come before the meeting. The agenda for the meeting is set by the Congregational Moderator, who also moderates the meeting. Any member

may bring a matter to the members' meetings for consideration. If the Congregational Moderator is unable to attend a meeting, s/he appoints another member to chair that meeting. Minutes of the members' meetings are kept and published. Members observe a two-thirds quorum for the business portion of their meetings. If a consensus cannot be achieved and a vote is necessary, a two-thirds majority will carry. The tasks of members include:

- 1) Receive new members.
- 2) Strengthen the vision.
- 3) Nurture one another.
- 4) Affirm and bless, empower and hold accountable the called Elders, Stewards, Council Moderator, Congregational Moderator, and the Officers and Trustees of the Dayspring Church Corporation.
- 5) Resolve any issues which are brought to membership as a result of an impasse in other governing bodies, or those which are judged to be so far-reaching and serious in impact by the Discernment Group that they are dealt with directly by the membership.

Congregational Moderator. The role of the Congregational Moderator is to draw up the agenda for members' meetings in consultation with the Discernment Group, and to moderate members' meetings. The term of the Congregational Moderator is one year, coinciding with the church year. The Congregational Moderator is chosen and affirmed by the membership, usually at the November or December members' meeting. If a Congregational Moderator is unable to complete the term, the membership will name a replacement to serve for the remainder of the term. Any member of Dayspring Church is eligible to serve as Congregational Moderator except the current Council Moderator, the leader of the Stewards, or the leader of the Elders. The tasks of the Congregational Moderator include:

- 1) Call meetings of the Discernment and Referral Group in order to collect agenda items for the membership.
- 2) Draw up agendas for the members' meetings.
- 3) Moderate the members' meetings, and see that minutes are kept and published.
- 4) Call special members' meetings as needed.
- 5) Serve as President of the Dayspring Church Corporation.

Corporate Officers. The Corporation shall have at least two officers: a President and a Secretary/Treasurer. The office of President will be filled by the member who is also elected to serve as Congregational Moderator. The term of office is one year, but the same individual may serve additional terms if re-elected. The office of Secretary/Treasurer is filled by the member who is also responsible for keeping the church's accounts upon confirmation by the membership. The term of office is one year, but the same individual may serve additional terms if re-confirmed.

Trustees. The Corporation shall have four trustees. One will be the member who fills the role of Congregational Moderator. One will be a member who serves as an Elder. One will be a member who serves as a Steward. And one will be the member who serves as Council Moderator. The term of office for Trustees will be one year, but the same individual may serve additional terms if reconfirmed. The Elders and Stewards will choose one from among their number to serve as Trustee.

Annual Meeting. The annual meeting of the Corporation will be held on the third Wednesday of January annually, as described in the section on membership, above.

Congregational structure. There are three governing bodies in the daily life of Dayspring Church: the Elders, who are responsible for the spiritual life of the church, the Stewards, who are responsible for the buildings and grounds of Dayspring, and the Council, which is the general decision making body of the church. Because ours is a congregational form of governance, it is understood that any question which cannot be resolved in Elders, Stewards or Council will be brought to membership, and that any member may request that any particular issue be reviewed by the membership. In all their work the Elders, Stewards and Council will seek out the opinion of the membership. We strive to make all our decisions by consensus, and vote only if our efforts to achieve consensus fail and time pressure is great. Church members who are not serving on a governing body are welcome to be silent observers of the proceedings. If members wish to bring a matter to a governing body, they should contact a member of that body prior to the meeting.

Elders. One or more Elders are selected and confirmed on the basis of call by the membership at the beginning of each year of church life. This is usually done at the November or December members' meetings. The term of office for an Elder is one year. Any member of Dayspring Church is eligible to serve as an Elder. If there is more than one Elder, a quorum of two-thirds will be observed. If consensus cannot be achieved and a vote is taken, a two-thirds majority vote will carry. The Elder prays on behalf of the church and holds the overall vision, cares for spiritual welfare of the community, moving into areas of need as led. It is important to have as Elder members whose inward journey carries the common stream. The tasks of the Elders include:

- 1) Support and accountability for pastoral staff (to include secretary, administrator, host, child care providers, Sunday School and youth group leaders, and others, paid or volunteer, who may have pastoral roles within the church).
- 2) Calling forth the spiritual gifts of individuals in the congregation.
- 3) Nurture of new people, shepherding.
- 4) Finding means to express the values of the community both within the community and with outsiders.
- 5) Oversight of budget matters pertaining to church programs: Sunday School, School of Christian Living, worship, pastoral staff salaries, etc.
- 6) Working with Stewards to set policy on buildings and facilities needed for church programs, the life of the community and housing.
- 7) Oversight of church programs as listed above, including preaching and worship.
- 8) Select one from among them to serve as Trustee of the Dayspring Church Corporation. This individual will also serve on the Discernment and Referral Committee.

Stewards. One or more Stewards are selected and confirmed by the membership at the beginning of each year of church life. This is usually done at the November or December members' meetings. The term of office of a Steward is one year. Any member of Dayspring Church is eligible to serve as a Steward. If there is more than one Steward, a quorum of two-thirds will be observed. If consensus cannot be achieved and a vote is required, a two-thirds majority vote will carry.

The Steward holds the vision of Dayspring as God's gift in nature and in history to this people. The role carries both envisioning and caretaking responsibilities. The Steward sees the land as a partner with the people in God's covenant relationship with this church. The Steward also sees the land as partner with this people in silence, community and mission for the healing of the world. Within the scope of responsibility given Dayspring Church by existing lease agreements, the tasks of the Steward include:

- 1) Support and accountability for caregiving staff. The caregiving staff are the hands and feet of the Stewards.
- 2) Administrative responsibility for the land.
- 3) Set policy on roads, building maintenance, environmental protection and enhancement, land use, beautification, management of woods and fields.
- 4) Working with the Elders, set policy on buildings and facilities needed for church programs, life of the community and housing.
- 5) Oversight of budget for buildings, grounds and equipment.
- 6) Oversight of caregiving staff salaries in consultation with the Elders.
- 7) Administrative oversight of building usage.
- 8) Relationships with neighbors, how boundaries are to be held, how much permeability of boundaries, security.
- 9) Select one from among them to serve as Trustee of the Dayspring Church Corporation. This individual will also serve on the Discernment and Referral Committee.

Council. The Council is the general decision making body of the church. Council members conduct the routine business of the church and serve to gather and dispense information. Each mission group appoints one voting representative to serve on Council. The term of office is one year. At the beginning of each church year each mission group reviews its selection of a Council representative. If a representative is unable to complete a term, the mission group will appoint another representative. Any member of Dayspring Church is eligible to serve on Council.

At the beginning of each church year the membership selects and confirms a Council Moderator, who also serves for a term of one year. If a Moderator is unable to complete a term, the membership will select another Moderator. The role of the Moderator is to call Council meetings, set and publish the agenda, see that minutes are taken and published, moderate the meetings, and serve as Trustee of the Dayspring Church Corporation. If the Moderator must miss a meeting, she/he should appoint one of the Council representatives to moderate that meeting. Any member of Dayspring Church is eligible to serve as Council Moderator. The Moderator is normally, but not necessarily, one of the mission group representatives to the Council.

Council meets monthly as needed, normally on the first Wednesday of each month. The Council Moderator may call a special meeting if needed. Because each representative is supposed to represent the considered opinion of a mission group, it is important for the mission group to work with Council business prior to the meeting. It is the role of the Council representative to keep the Prior/Moderator of the mission group informed of upcoming Council business in order that adequate discussion may be scheduled in the mission group. The Council moderator should make every effort to publish an agenda in sufficient time that each mission group may discuss

Council business prior to the meeting. When urgent matters arise suddenly, the Moderator should get in touch with each Council representative in person or by telephone so that the mission groups may be informed. Council will observe a two-thirds quorum. If consensus cannot be achieved and a vote is necessary, a two-thirds vote will carry. The tasks of Council include:

- 1) Deal with policy issues.
- 2) Establish working committees as needed, including yearly budget committees.
- 3) Council adopts the annual budget, and may amend budget as needed during the fiscal year.
- 4) Council decides who may officially represent or serve as agent for Dayspring Church in matters of business. For example, Council decides with which bank to do business and who may sign checks/make withdrawals on that account.

If in the judgment of the members the membership has grown too small to support a representative council, they may become a council of the whole. If the membership later grows sufficiently to support a representative council, they may return to it.

Discernment and Referral Group. This group consists of the Council Moderator, one Steward, one Elder, and the Congregational Moderator. The purpose of the group is to provide a link between the three governing bodies. The function of the group is prayer, discernment and sharing of information. The group determines which issues should go to which governing body. It has no decision-making authority except to direct issues to governing bodies. It gathers in new concerns and sees that they are addressed by the appropriate body. It also consults with the Congregational Moderator in drawing up the agenda for the monthly members' meeting. The Discernment and Referral Group normally meets once a month. Meetings are called by the Congregational Moderator.

#### BUDGET & FINANCE

A budget committee will be appointed by the Council several months prior to the change of the fiscal year on January 1. This committee shall receive requests for budget allocations, and shall consider the needs of the church and its missions, in relation to each other, and to the total development and strengthening of the programs of the church. On the basis of careful thought, study, and prayer, this committee shall recommend to Council a draft budget for the fiscal year. Council will work with this draft, taking care to inform the congregation and listen to its views about the proposed budget. Council will then approve a budget.

The principle of proportionate giving is recognized and shall be encouraged in stewardship education among the congregation. The tithe shall be generally recognized as the minimum standard.

It is the policy of the Church that salaries will be determined largely according to need and circumstance, in light of the conception of the stewardship of life, that all we are and have comes from God and belongs to God and is to be administered as a trust in God's name and presence. There will be held the parity of leadership, it being believed that each task is of equal importance to every other, and that no Christian dare give to Christ less than one's best. Each year as part of the job review process, a statement of need or desire will be requested from each employee who anticipates continuing in service to the Church for the ensuing fiscal year. This statement will be

discussed with the Elders, Stewards and shepherds who form the job review committees, and the committees will make a recommendation for compensation for that employee to the budget committee.

The Council will have the authority to make extra-budget appropriations according to its judgment, provided always that no indebtedness may be incurred without prior approval of the membership.

## PROCESS FOR RESOLVING DIFFERENCES AND CONFLICT

When differences and conflict arise in the community, Dayspring Church works to resolve them by combining Jesus' teaching with a spiritual listening practice from the Quaker tradition. The church follows a 3-Step Process for reconciliation among members. It is also important to remember to turn to our mission groups and spiritual directors for prayer and support in the process.

### 3-Step Process

1. Go to the person. Follow Jesus's advice from Matthew 18:15-16: go to the person with whom the problem has arisen and try to resolve the issue, just between the two of you.
2. Go to an Elder. If further conversation is needed, ask an Elder for support in setting up a Listening Group meeting. This Listening Group will include one or more Elders as it seems right, as well as the persons in conflict. This resolution process will be under the oversight of the Elders until there is closure.
3. Participate in Listening Group. In the Listening Group meeting, we recommend a facilitated rhythm of silence and speaking, with all committed to prayerful listening. One of the Elders will serve as the Facilitator of the meeting.

The Listening Group agrees to:

- listen above all to the Spirit, valuing time for silences
- decide on the length and frequency of meetings
- confidentiality
- take turns sharing experiences, thoughts and feelings related to the conflict
- use "I" statements when speaking for sharing personal experience and sharing perspective of what others have said
- appropriate time and timing for all to participate
- ask simple questions as needed for clarification
- take turns exploring possible options to resolve the conflict
- share anything the Spirit has evoked during the meeting
- commit to continuing meetings until the group decides together when it is time for closure and what to share with the Members

Elders will report to the Members when the Listening Group is initiated and when it ends so the community can be praying for those in the process.

## ADOPTION AND AMENDMENT

Adoption of these bylaws will require a three-fourths affirmative vote of all members of Dayspring Church. The text will be presented for study at least two weeks before action is taken to approve the document. To amend these bylaws, the proposed change must be presented at a members' meeting, must be placed on the table for at least four weeks, and then the proposed change may be approved by at least a three-fourths vote of the membership.