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3 **Bylaws of Niles Discovery Church**
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6 **ARTICLE I. NAME**
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8 The name of this corporation shall be Niles Discovery Church, located in the City of Fremont,
9 County of Alameda, State of California, a California non-profit religious corporation. The
10 members may change the principal office from one location to another.
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13 **ARTICLE II. MISSION & VALUES**
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15 Following the example of Jesus, Niles Discovery Church **welcomes** all people, **grows** in our
16 relationship with God and each other, and **serves** our neighbors near and far.
17

18 Undergirding this mission are our shared values of:

19 *Inclusion*

- 20 ➤ Living out our Open and Affirming commitment by expressing God’s all-inclusive,
21 extravagant love for all people, regardless of race, age, nationality, physical ability,
22 marital status, family configuration, mental ability, economic status, sexual orientation,
23 immigration status, gender identity and/or expression, religion, faith, or creed
24 ➤ Creating a community of faith that is intentionally diverse and anti-racist

25 *Compassion*

- 26 ➤ Caring for each other and ourselves as Jesus cares for us
27 ➤ Striving toward a just society worldwide, where everyone has a fair share of resources to
28 live with dignity
29 ➤ Putting our faith into action through service to our community

30 *Nurture*

- 31 ➤ Creating a safe place for people to bring their doubt, their questions, and their whole
32 authentic selves
33 ➤ Encouraging people of all ages on the adventure we call the faith journey
34 ➤ Committing to life-long learning and deepening of our faith

35 *Stewardship*

- 36 ➤ Managing our community’s human and financial resources in a sustainable manner
37 ➤ Implementing practices to sustain and repair the earth’s resources

38 *Open-Mindedness*

- 39 ➤ Engaging with the Bible seriously but not literally—wrestling with its meanings,
40 exploring its mysteries, and understanding its relevance for our lives today
41 ➤ Recognizing that the study of science and the practice of faith can be complementary and
42 in harmony
43 ➤ Drawing from diverse sources of wisdom for our spiritual journeys
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46 **ARTICLE III. POLITY**

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48 **A. GENERAL INFORMATION**

49 Niles Discovery Church is a congregation dually-aligned in covenant with the United Church of
50 Christ and the Christian Church (Disciples of Christ) and follows the constitutions of these
51 denominations as they relate to local churches in as much as they do not conflict with the bylaws
52 of this church.

53
54 The governance of the affairs of this Church is vested in its members. The Cabinet is the
55 Executive Committee of the congregation and is vested with the authority of the congregation
56 between congregational meetings.

57
58 Membership in this Church shall be mandatory for all Cabinet members. All terms of office for
59 Officers and Ministry Team chairs shall begin at the Annual Meeting and continue until the term
60 expires.

61
62 All its affairs are subject to the laws of the State of California relating to non-profit corporations.

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64 **B. COVENANT**

65 We commit ourselves to one another and to God in order that we may faithfully fulfill the
66 mission of this congregation in unity with one another and in concert with God’s purposes as we
67 come to know them.

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69 Additionally, this congregation commits to covenantal relationships with the Christian Church
70 (Disciples of Christ) congregations, regions, the general ministries of the church, and the General
71 Assembly, and the United Church of Christ congregations, associations, conferences, national
72 settings of the denomination, and the General Synod. Each member of Niles Discovery Church
73 is considered a member of both denominations and may participate in either in any capacity for
74 which one is qualified.

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77 **ARTICLE IV. MEMBERSHIP**

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79 **A. TYPES OF MEMBERSHIP**

80 Any baptized person may seek membership in this church. Uniting with the congregation is an
81 act of reaffirmation of baptism. There are two types of active membership: Participating
82 Members and Associate Members, both of which enjoy all the privileges and responsibilities of
83 membership, including the right to vote and to hold office.

- 84 1. Participating Members may unite with the congregation upon application by “letter of
85 transfer” (transferring their membership from another congregation to this one),
86 “reaffirmation of faith” (when their membership in another congregation has lapsed or
87 the other congregation does not grant a letter of transfer), or “affirmation of faith” (when
88 they have not previously been a member of a congregation).
- 89 2. Associate Members may unite with the congregation by “reaffirmation of faith” while
90 retaining their primary membership in another Christian congregation.

91 There is one type of inactive membership: Inactive Members. Inactive Members are people who
92 were formerly active members and who, through their own action or action of the Cabinet, have
93 been transferred to this status. While they continue to enjoy an association with the
94 congregation, they have none of the rights or responsibilities of membership and are not counted
95 as members for the purposes of reporting to the denominations or in calculating a quorum for a
96 meeting of the membership. An Inactive Member may become an active member by requesting
97 such a change of status in writing.

98
99 **B. REMOVAL FROM CHURCH MEMBERSHIP**

100 There are four ways in which a person’s membership may be terminated:

- 101 1. Letter of Transfer: Any member wishing to transfer his/her membership to another
102 congregation will, upon request, be granted a letter of transfer.
- 103 2. Request: If a member requests in writing to be released from his/her membership
104 obligations, the Church will grant the request and terminate his/her membership.
- 105 3. Inactivity: A member who chooses, or whose address has long been unknown, or who
106 for twelve consecutive months has not attended the Church’s worship and has not
107 contributed financially to the Church may be moved from the active membership roll to
108 the Inactive Member roll by recommendation of the Ministry of Spiritual Life Team and
109 vote of the Cabinet. If, after one year, an Inactive Member does not request to remain in
110 this status, he/she will be removed completely from all the membership rolls of the
111 church.
- 112 4. Suspension of Membership: In rare circumstances, the Cabinet may vote, upon
113 recommendation of the Ministry of Spiritual Life, to suspend a member’s membership
114 (and all the rights and privileges pertaining thereto) for a definite period of time.

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117 **ARTICLE V. WORSHIP AND BUSINESS MEETINGS**

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119 **A. WORSHIP**

120 The Church shall gather regularly for the worship of God at times specified by the Cabinet,
121 except when temporarily suspended by a vote of the Church membership. All members of the
122 Church are encouraged to participate in worship whenever possible.

- 123 1. The Church will regularly celebrate the sacrament of communion, on a schedule
124 determined by the Ministry of Spiritual Life and the Pastor(s).
- 125 2. The sacrament of baptism is offered to adults and children, as is the rite of dedication of
126 children, and shall be celebrated at such times as the Pastor(s) determine. The method of
127 baptism may be chosen by the person being baptized or (in the case of a young child
128 being baptized) by his/her family.

129
130 **B. CONGREGATIONAL (BUSINESS) MEETINGS**

- 131 1. There shall be two regular congregational meetings of the Church each year:
 - 132 a. Budget Meeting, held in the month of January or early February for adoption of
133 the annual budget.
 - 134 b. Annual Meeting, held during the month of May to receive written reports from
135 Officers, Ministry Teams, Committees, and others; elect Officers and Standing

- 136 Ministry Team chairs; form plans and goals for the coming church year; and to
137 transact other business as may come before the Church.
- 138 2. Special congregational meetings may be called by the Pastor(s), Moderator, Cabinet, or
139 5% of the active membership of the Church. The nature of the business to be conducted
140 at the special meeting shall be stated at the time of the call.
 - 141 3. Notice of congregational meetings, regular or special, shall be published in the church's
142 newsletter and announced at the regular worship services for the two weeks immediately
143 in advance of the meeting.
 - 144 4. All active members are eligible to vote at all meetings of the Church.
 - 145 5. A quorum shall consist of one-third of the active membership.
 - 146 6. We seek to discern the will of God and to build consensus in our decision making. To
147 that end, the congregation shall adopt, by a two-thirds affirmative vote, rules of order for
148 business meetings. These rules may require that some decisions of the congregation that
149 are not otherwise defined in these bylaws be made by some majority greater than 50%.
150 Amendments to these rules may be made at any duly called business meeting by a two-
151 thirds affirmative vote, public announcement of the text of the proposed amendment(s)
152 having been made at least two weeks prior to the meeting. The Church shall follow the
153 adopted Rules of Order for Congregational Meetings.

ARTICLE VI. PASTORS

A. STANDING

158 All Pastors shall be ordained ministers and have standing in the United Church of Christ
159 and/or the Christian Church (Disciples of Christ). The Pastor(s) shall be in charge of the
160 spiritual welfare of the Congregation. The Pastor(s) shall be responsible, with the Moderator,
161 for the coordination of all activities of the Church. The Pastor(s) shall be ex-officio
162 member(s) (with vote) of the Cabinet and all Ministry Teams of the church.

B. CALLING PASTORS

163 In calling a new pastor to serve this Church the following procedure shall be in order:

- 164 1. As soon as a pastoral vacancy occurs, the Moderator shall report it to the Conference and
165 Region.
- 166 2. Assisted by the Conference and/or Region, the Cabinet may call an Interim Pastor to
167 provide transitional leadership as the church seeks a new settled Pastor.
- 168 3. A Pastoral Search Committee shall be appointed by the Cabinet and elected by the
169 Membership at a Special Congregational Meeting.
- 170 4. The Pastoral Search Committee is responsible for working with the Conference and
171 Region to prepare necessary documents for potential candidates for Pastor, and for
172 reviewing and interviewing potential candidates, and ultimately nominating a candidate
173 for Pastor.
- 174 5. The candidate for Pastor shall be presented to the Congregation by the Pastoral Search
175 Committee at a Special Congregational Meeting and the congregation shall vote on
176 calling the candidate, a two-thirds majority of those voting required for the call to be
177 valid. The terms of the call are detailed in a "Letter of Call," which will be drafted in
178 consultation with the Conference and Region.

- 182 6. Pastors shall be installed to their office according to the faith and practice of their
183 denomination(s).
184

185 **C. TERMINATION OF CALL**

- 186 1. A Pastor may terminate his/her call by providing the membership of the church with at
187 least two months written notice.
188 2. The Church may terminate a pastor's call by a two-thirds majority vote at a duly called
189 Congregational Meeting, giving the Pastor at least two months' notice from the date of
190 the vote.
191

192 **D. DISCIPLINE**

193 Christian discipline of Pastors shall be in conformity with these Bylaws, the Letter of Call,
194 and the provisions of the United Church of Christ and/or the Christian Church (Disciples of
195 Christ). The professional ethical oversight of Pastors serving this church are the purview of
196 their respective denominations and, should a Pastor temporarily or permanently lose his/her
197 standing in his/her denomination, the Cabinet has the right to immediately suspend or
198 terminate his/her call to serve this church.
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201 **ARTICLE VII. OFFICERS**
202

203 **A. MODERATOR**

204 The Moderator shall be elected at the Annual Meeting for a term of one year and may serve for
205 as many terms as the member and the Church choose provided that no more than two of these
206 terms are consecutive. The Moderator shall preside over the Cabinet and all business meetings
207 of the Church and shall be an ex-officio member of all Ministry Teams except as noted. The
208 Moderator shall be responsible, with the Pastor(s), for the coordination of all activities of the
209 Church. For legal purposes, the Moderator is the President of the corporation.
210

211 **B. VICE MODERATOR**

212 The Vice Moderator shall be elected at the annual meeting for a term of one year; shall act in
213 place of the Moderator at the Moderator's request; and complete the Moderator's term if the
214 Moderator is unable to do so. The Vice Moderator is chair of the Personnel Committee. For
215 legal purposes, the Vice Moderator is the Vice President of the corporation.
216

217 **C. CLERK**

218 The Clerk shall be elected at the annual meeting for a term of one year; shall keep an accurate
219 record of all Congregational Meetings of the Church and of the Cabinet; shall provide for the
220 keeping of a register of the members of the Church with the dates and modes of their reception
221 and removal, of baptisms, of marriages, and of funerals/memorial services and report on these at
222 each Annual Congregational Meeting; shall conduct correspondence as requested by the
223 Moderator or Cabinet; and shall attend to other matters as come within the scope of the office.
224 For legal purposes, the Clerk is the Secretary of the corporation.
225

226 **D. TREASURER**

227 The Treasurer shall be elected at the Annual Meeting for a term of one year; shall act as the
228 Chief Financial Officer of the corporation of the Church; shall ensure that all corporate financial
229 and administrative reports required by state and federal agencies are prepared and submitted in a
230 timely manner; and shall attend to the tasks and responsibilities customarily assigned to the role
231 in keeping with the financial policies adopted by the Cabinet. For legal purposes, the Treasurer
232 is the Treasurer of the corporation.

233

234 **E. OTHER OFFICERS**

- 235 1. **ASSISTANT TREASURER:** The Cabinet may appoint an Assistant Treasurer whose
236 duties are to assist the Treasurer in carrying out his/her duties.
- 237 2. **AUDITOR:** The Auditor shall be elected at the Annual Meeting to serve for one year,
238 and shall examine all the accounts of the church, reporting findings as required by the
239 Cabinet.

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ARTICLE VIII. CABINET

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244 The Cabinet shall function as the policy making, coordinating, advisory, and administrative body
245 for the Church. It shall meet monthly or on call of the Pastor(s), Moderator, or of five members
246 of the Cabinet. More than half the Cabinet members must be present to constitute a quorum. The
247 Cabinet shall consist of the Officers of the Church (except those listed as Other Officers) and the
248 chairperson of each of the Standing Ministry Teams (see Article IX). In the case where a
249 Ministry Team Chair is unable to attend a Cabinet meeting, they may appoint a member of their
250 Ministry Team, who is a member of the church, to attend the Cabinet meeting in their place with
251 voting rights as a Cabinet member.

252

253 As the administrative body of the church, the Cabinet is responsible for preparing and presenting
254 to the congregation at the Budget Meeting a budget for the each fiscal year; assessing revenues
255 and expenses each month, comparing to budget and initiating corrective actions should an out-of-
256 budget condition arise; directing the investing of monies in bank accounts, certificates of deposit,
257 common stock, corporate bonds, and other securities whether they are of individual companies or
258 mutual funds or other commonly traded instruments; reviewing the findings of the auditor and
259 acting upon them; and receiving reports at least quarterly from the Finance Committee about the
260 endowment fund.

261

262 Any vacancy occurring in an officer's position or in the chair's position of any Standing Ministry
263 Team, or on the Nominating Committee of the Church shall be filled by appointment of the
264 Cabinet; said appointee shall serve the remaining term of office.

265

266 The Cabinet shall appoint the delegates to all denominational and ecumenical meetings in which
267 this Church is a participant.

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270 **ARTICLE IX. MINISTRY TEAMS AND COMMITTEES**

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272 **A. STANDING MINISTRY TEAMS**

273 The Chairperson of each Ministry Team shall be elected by the congregation at the Annual
274 Meeting in the spring for a term of one year. All members and friends of the Church are invited
275 to serve on a Ministry Team as their time and talents allow.

276

277 **1. MINISTRY OF SPIRITUAL LIFE TEAM**

278 The Ministry of Spiritual Life Team shall tend to the worship and spiritual life of the
279 congregation, especially as it relates to the worship life of the church.

280

281 **2. MINISTRY OF CHRISTIAN EDUCATION TEAM**

282 The Ministry of Christian Education Team shall facilitate a relationship between the
283 people of the Church and God through the administration of educational programs and
284 youth fellowship programs, and through participation in Conference and Region outdoor
285 ministry programs.

286

287 **3. MINISTRY OF PROPERTY TEAM**

288 The Ministry of Property Team shall be responsible for the maintenance and
289 improvement of the Church buildings and grounds and any other real estate owned by the
290 Church.

291

292 **4. MINISTRY OF SOCIAL CONCERNS TEAM**

293 The Ministry of Social Concerns Team shall guide, educate, and stimulate the Church to
294 serve God by serving people in Christ's name.

295

296 **5. MINISTRY OF INVITATION TEAM**

297 The Ministry of Invitation Team shall empower and lead the members of the Church to
298 share the good news of Jesus Christ within and beyond the Church, inviting people into a
299 life-changing relationship with God.

300

301 **6. MINISTRY OF HOSPITALITY AND FELLOWSHIP TEAM**

302 The Ministry of Fellowship and Hospitality Team shall empower and lead the
303 members of the Church in creating an environment of welcome within the church
304 where personal relationships are deepened.

305

306 **B. STANDING COMMITTEES**

307 The Standing Committees of the Church shall be:

308

309 **1. THE NOMINATING COMMITTEE**

310 The Nominating Committee shall consist of at least three people elected by the
311 Congregation at the Annual Meeting for terms of one year. This committee, in
312 consultation with the Pastor(s), is responsible for presenting a slate of Officers, Ministry
313 Team Chairs, and Nominating Committee members to the Annual Meeting and for
314 recommending members of the Church to be appointed by the Cabinet to fill vacancies,
315 including any vacancies on this Committee.

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2. THE PASTOR PARISH RELATIONS COMMITTEE (PPRC)

The PPRC will consist of four to six members of the Church and the Pastor(s). The committee members shall be nominated jointly by the Pastor(s) and the Moderator and shall be approved by the Cabinet to serve 3-year terms. The primary purpose of the Pastor Parish Relations Committee is to encourage healthy relationships between the Pastor(s) and members of the Church and within the Church, meeting as needed always with at least one Pastor present. Due to the nature of the committee’s work, meetings of the PPRC are closed and confidential.

3. THE FINANCE COMMITTEE

The Finance Committee shall consist of at least five members including the Treasurer and one other Cabinet member. The Treasurer and a Cabinet member will serve annually. Other members will be appointed by the Cabinet at the Cabinet’s March meeting. All members shall be members of Niles Discovery Church. The term of each member other than the Treasurer and other Cabinet member shall be three years, terms staggered so that no more than two terms are completed at any March Cabinet meeting. The Finance Committee is responsible for carrying out the current financial policies and procedures of the Church as adopted by the Cabinet, including the Endowment Fund.

4. THE STEWARDSHIP COMMITTEE

A Stewardship Committee shall be appointed annually by the Cabinet. The Committee shall provide a continuing program of stewardship, and enlist financial support and personal participation in creative and constructive use of the talents of every member. Its duties shall include stewardship education, an annual pledge campaign, and continuing enlistment.

5. THE PERSONNEL COMMITTEE

The Personnel Committee shall be composed of four members: the Vice Moderator (who serves as Chairperson of the Committee), the senior Pastor, the chair of the Ministry of Spiritual Life Team, and the chair of the Ministry of Property Team. The Personnel Committee shall be responsible for carrying out the Personnel Policies of the church as adopted by the Cabinet and for ensuring that Personnel Files are maintained properly.

6. THE CARE TEAM

The Care Team is appointed by and works with the Pastor(s) to extend the pastoral care of the church and to promote the health of the whole person, integrating spiritual and physical health.

C. SPECIAL MINISTRY TEAMS

Special Ministry Teams may be appointed by the Cabinet or Standing Ministry Teams as needed.

ARTICLE X. FINANCE

The Church shall establish and maintain four separate funds, each with its own purpose and accounting. These funds shall be: 1. the General Fund, 2. a fund of Designated Funds, 3. the Endowment Fund, and 4. the Reserve Fund. The Cabinet shall adopt policies regarding the management and uses of these funds.

A. GENERAL FUND

Monies received and disbursed within a 12-month period for the purpose of assuring the ongoing operation and ministries of the Church are managed as the General Fund. The budget adopted at the Annual Meeting of the Church covers the planned use of this fund. It is supported primarily through the pledges and giving of participants in the life of the Church.

B. DESIGNATED FUNDS

Designated funds are created by the Cabinet to accumulate money for purposes other than for the payment of normally budgeted operating expense. Individuals, Ministry Teams, and the Cabinet itself may recommend their creation. The monies accumulated in a designated fund will be used for the purpose given. If the purpose has been placed-in-service¹ and excess funds remain, the Cabinet has the authority to reclass the excess to another purpose. The Cabinet will make every effort to move the excess funds to a related and existing Designated Fund.

C. ENDOWMENT FUND

Monies typically received through bequests, charitable trusts, gift annuities, assignments of life insurance, and transfers of property, shall be managed as the Endowment Fund. These monies shall be invested for long term gain and the earnings made available to the Congregation without invasion of principal.

The purpose of the Endowment Fund shall be two-fold: (1) to enhance the mission outreach of the Niles Discovery Church, extending the ministry of the church beyond what it could otherwise finance without Endowment Fund earnings, and (2) to sustain the congregation in perpetuity by funding operations as necessary with the goal of balancing the annual budget. These two components of the same Endowment Fund shall be held separately under strict accounting controls so that the funding streams may remain independent. Funds earmarked for one purpose shall not be diverted to another.

The Finance Committee shall be the custodian of the Endowment Fund. Decisions to hold, sell, exchange, rent, lease, transfer, convert, invest, reinvest, and in all other respects to manage and control the assets of the Endowment Fund, including stocks, bonds, debentures, mortgages, notes, or other securities, as in their judgment and discretion they deem wise and prudent, shall be made by the Finance Committee.

¹ “Placed-in-service” is an accounting term that means that the original purpose for which the funds were raised has been completed. For example, if funds were raised to install a solar power system on the church building and the system was installed, the purpose for which the funds were raised has been “place-in-service.” FASB – ASU(Account Standard Updates) ruling ASU 2016-17 supports the placed-in-service standard for designated funds.

400 The Cabinet may request that funds be distributed for specific purposes that meet the criteria of
401 the first purpose of the Endowment Fund stated above from the earnings of that portion of the
402 Endowment Fund. The Finance Committee shall be responsible for determining if the request
403 enhances the mission outreach of the Niles Discovery Church and extends the ministry of the
404 Church beyond what it could otherwise finance without the disbursement from the Endowment
405 Fund.

406
407 **D. RESERVE FUND**

408 The Reserve Fund consists of all monies that are not part of the current year's General Fund, nor
409 part of the Designated Fund, nor part of the Endowment Fund (its principal or earnings). If at the
410 end of a fiscal year the General Fund is in the red, the Reserve Fund is used to balance the
411 General Fund and bring its year-end balance to zero. If at the end of a fiscal year the General
412 Fund is in the black, the excess funds are transferred into the Reserve Fund to bring the year-end
413 balance of the General Fund to zero.

414
415 **E. FISCAL YEAR**

416 The Fiscal Year shall be from January 1 through December 31.

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419 **ARTICLE XI. DISSOLUTION**

420
421 In the event Niles Discovery Church ceases to exist through merger, disposition or transfer of all
422 assets, including the Endowment Fund, all distributions shall be at the discretion of the Cabinet
423 in consultation with the Northern California Nevada Conference of the United Church of Christ
424 and the Christian Church Northern California Nevada Region.

425
426 In the event Niles Discovery Church ceases to exist through dissolution, disposition of all assets,
427 including the Endowment Fund, shall be split as equally as possible and given to Northern
428 California Nevada Conference of the United Church of Christ and the Christian Church Northern
429 California Nevada Region.

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432 **ARTICLE XII. RECORDS AND REPORTS**

433
434 **A. RIGHTS TO INSPECT MEMBERSHIP LIST**

435 Any member of the Church may inspect and copy the records of member's names and addresses
436 and voting rights during the usual business hours on five (5) days prior written demand to the
437 Church, stating the purpose for which the inspection rights are requested, or obtain from the
438 Church on written request a list of the names and addresses of members who are entitled to vote
439 as of the most recent record date for which the list has been compiled or as of a date specified by
440 the member after the demand is received or the date specified in the request as the date by which
441 the list is to be compiled. Any attorney of the member and the right of inspection includes the
442 right to copy and make extracts.

443
444 **B. ARTICLES OF INCORPORATION AND BYLAWS**

445 The Church shall keep at the principal office the original or a copy of the Articles of
446 Incorporation and Bylaws amended to date, which shall be open to inspection by the members at
447 all reasonable times during office hours.

448
449 **C. OTHER CHURCH RECORDS**

450 The accounting books, records, and minutes of congregational meetings, Cabinet meetings, and
451 all Ministry Teams meetings shall be kept at such place or places as designated by the Cabinet,
452 or in the absence of such designation, at the principal office of the Church. The minutes shall be
453 kept in written or printed form, and the accounting books and records shall be kept either in
454 written or printed form or in any other form capable of being converted into written, typed, or
455 printed form. The minutes and accounting books and records shall be open to inspection on the
456 written demand of any member, at any reasonable time during usual business hours, for a
457 purpose reasonably related to the member's interest as a member. The inspection may be made
458 in person or by an agent or attorney and the right of inspection includes the right to copy and
459 make extracts of the documents.

460
461 **D. INSPECTION BY CABINET MEMBERS**

462 Every Cabinet member shall have the right at any reasonable time to inspect all books, records,
463 and documents of every kind and the physical properties of the Church. This inspection by a
464 Cabinet member may be made in person or by an agent or attorney, and the right of inspection
465 includes the right to copy and make extracts of documents.

466
467 **E. ANNUAL FINANCIAL REPORT TO MEMBERS**

468 The Cabinet shall cause the Annual Report to be made available to the members not later than
469 120 days after the close of the Church's fiscal year. Such report shall contain the following
470 information in reasonable detail:

- 471 1. The assets and liabilities, including the Endowment Funds, of the Church as of the
472 end of the fiscal year and including the principal changes in assets and liabilities,
473 including Endowment Funds during the year.
- 474 2. The revenues and receipts of the Church, both general and restricted to particular
475 purposes, for the fiscal year.
- 476 3. The expenses or disbursements of the Church, for both general and restricted
477 purposes, during the fiscal year.
- 478 4. Any information required by California Corporation Code Section 6322.

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481 **ARTICLE XIII. INDEMNIFICATION**

482
483 The Niles Discovery Church will hold harmless and indemnify the members against any and all
484 claims and actions arising out of their participation as a member of the Cabinet, a Standing
485 Ministry Team, a Standing Committee, and/or a Special Ministry Team (except in cases
486 involving willful misconduct), including but not limited to expenses, judgments, fines,
487 settlements and other amount actually and reasonably incurred in connection with any liability,
488 suit, action, loss or damage arising or resulting from their participation as a member of the
489 Cabinet Member, a Standing Ministry Team, a Standing Committee, and/or a Special Ministry
490 Team, subject to the limits on indemnification described in the Church general liability policy.

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ARTICLE XIV. AMENDMENTS

Amendments to these Bylaws may be made at any duly called congregational meeting by a two-thirds affirmative vote of the members present, public announcement of the text of the proposed amendment(s) having been made at least two weeks prior to the meeting.

- Adopted on: October 14, 2012
- Amended on: October 4, 2015
- Amended on: January 31, 2016
- Amended on: May 1, 2016
- Amended on: May 7, 2017
- Amended on: February 4, 2018
- Amended on: January 31, 2021