

# WAIYAKI WAY COMMUNITY CHURCH

## CONSTITUTION AND BYLAWS

### **PREAMBLE**

We the members of Waiyaki Way Community Church Nairobi, purpose to be organized as closely as possible to the New Testament pattern of church life. As such we recognize the Bible as our authority, guide, and true constitution. The constitution and bylaws, as written here, are not intended in any way to replace or add to the word of God. They are conceived for the following purposes:

1. To state those fundamental and essential doctrines of the Christian faith that we believe ought never to be compromised;
2. To define the nature of the church as a covenant community;
3. To state our purpose and commission as a church;
4. To state the qualifications, privileges, and responsibilities of members and leaders in this body;
5. To set forth in the exercise of church ministries the biblical organization and structure of this body;
6. To facilitate orderlies, understanding, communication, and unity in the exercise of church ministries.

For these reasons, the constitution and bylaws, are intended to be an implementation of scripturally based principles, embracing the true spirit of God's word.

### **ARTICLE I: NAME**

Then name of this church shall be Waiyaki Way Community Church, Waruku, Nairobi, Kenya.

## **1. ARTICLE II OBJECTIVE/PURPOSE STATEMENT**

This purpose is expressed in our Mission Statement “To bring people to Jesus and membership in his family, develop them to Christ-like maturity, and equip them for their ministry in the church, homes, community, and life mission in the world.”

Waiyaki Way Community Church will endeavor to obey God, expand His Kingdom, and changing lives, through the following primary functions:

**PRAYER:** The first thing the early Church did when they assembled was to pray together. Prayer is the fuel that drives the ambitious priorities of the church; and the spiritual power that changes the world. Christ demonstrated the power of prayer by making it a priority of His earthly ministry. If the church is going to be effective, it must pray (Acts 1:14, John 17, 1Peter 5:7) “My House shall be a house of Prayer”

**WORSHIP:** Every time we enter the presence of God; we worship. There are many expressions of worship including, singing, commitment, praying, hearing the word of God, giving, baptism, meditating, and the celebration of the Lord’s Supper. (Mathew 4:10, John 4:23-24)

**EVANGELISM:** The communication of God’s word to a lost world is evangelism. The Bible declares that God is not willing for anyone to perish; and that God’s desire is for His house to be full. The Bible places the responsibility of evangelism on the church. “His intent; was that through the church, the manifold wisdom of God should be made known” (Ephesians 3: 10, II Peter 3:9)

**MINISTRY:** The hands-on demonstration of Christianity to one another, and to the community, in the love of Christ. God has put a high propriety on ministry. The Bible says, “By this shall all men know that you are my disciples, that you have love for one another” (Mathew 25:31-46)

**DISCIPLESHIP:** The developing of God's people to grow in the knowledge and service of God. Discipleship brings about fulfillment and maturity in the church. "Let us leave the elementary teachings about Christ and go on to maturity" (Hebrews 6:1)

**FELLOWSHIP:** To provide a place of interaction and sharing; in which we offer Godly service to one another. (And do not neglect the fellowship of the saints-particularly as you see the day drawing near.")

### **OUR CHURCH COVENANT.**

As a member of Waiyaki Way Community Church, one will endeavor to live a life that honours God and benefits that portion of His Kingdom on earth known as; Waiyaki Way Community Church. This will entail:

1. A moral lifestyle that includes kindness, honesty, and sobriety.
2. A worship lifestyle, that includes regularly gathering with other Christians for bible Study, worship, prayer, and fellowship.
3. A devotional lifestyle that includes the regular study of the Bible, both personally, and with other Christians, not only for inspiration and comfort; but also for application of its truths in day-to-day living.
4. A witnessing lifestyle, that both encourages non-Christians to come to a saving knowledge of God; through Jesus and helps fellow Christians to grow in their understanding, and application of God's will in their lives, and in the objectives of Waiyaki Way Community Church.
5. A financial lifestyle that includes; recognition that God is the owner of all things, and that tithes and offerings of our wealth, should be returned to the Church for use in expanding and maintaining the work of the Church.
6. A fellowship lifestyle that includes; faithful attendance of church activities, commitment to solving problems with others, according to biblical principles and an acknowledgement that, "In Christ there is no male or female, no slave or free", and no racial, ethnic, economic, physical,

intellectual differences, that are great enough to separate the bond of Christian love.

## **WAIYAKI WAY COMMUNITY CHURCH STATEMENT OF FAITH**

### **WE BELIEVE....**

- 6.1. The Scriptures.** The Scriptures of the Old and New Testaments, were given by inspiration of God. Therefore, all scripture is authoritative, infallible and not liable to err, and the only sufficient rule for faith and practice, and is the basis for our statement of faith.
- 6.2. God and Trinity.** There is one true and living God who exists in three eternally distinct persons: the Father, the Son, and the Holy Spirit. These three are one being, united in purpose, and equally worthy of glory and adoration.
- 6.3. Creation.** God created all that now exists in six days from nothing, and it was all very good. The Father, the Son, and the Holy Spirit, acted together in the work of creation. Out of living things, only man was created in God's image. God granted him dominion over all forms of life and over the earth itself. (Gen. 1:1, John 1: 2-3, Heb. 1:2)
- 6.4. Divine Governance.** God from eternity, decrees or permits all things that come to pass, and perpetually upholds, directs, and governs all creatures, and all events; yet so as not in any way to be the author or approver of sin, nor to violate the free agency of His creatures, nor share responsibility for their sin (Eph. 1:11)
- 6.5. Election.** Before the foundation of the world, God elected a great multitude of men and women, to eternal life, as an act of His free grace alone. This election was in no way dependent upon His foresight of human faith, decision, works, or merit. In the unsearchable realm of God's sovereign will, all men remain responsible beings, subject to God's commands to repent, and believe, and accountable to God for their rebellion, impenitence, and rejection of Christ. (John 6:37; Rom. 8: 29-30; 2Thes. 2: 13-14)

**6.6. The Fall of Man.** God originally created Man in His own image, and free from sin; but, through temptation of Satan, Adam and Eve transgressed the command of God, and fell from their original holiness, and righteousness, whereby; our posterity inherit a nature corrupt, and wholly opposed to God, and His law. As a result; we are under condemnation, and as soon as we are capable of moral action, become actual transgressors. (Gen. 1:26-27; 3: 1-7; Rom. 5: 12-19 Eph. 2: 1-3)

**6.7. Human in Ability.** The fall brought man into a state of utter depravity, meaning every dimension of his being, is distorted by sin. Apart from the grace of God, fallen man treats sin as his master, God as an enemy, and the message of the cross as foolishness. Until he is born again, he possesses neither the desire nor the ability to love God, to keep His laws, to understand the gospel, to repent of his sin, or to trust in Christ ( Job 14:4; John 6: 44; Rom. 8: 7; 10:11)

**6.8. The Birth and Life of Christ:** God sent His only begotten Son into the world, to save Nations from their sins. Conceived of the Holy Spirit, and born of the Virgin Mary. Jesus was both man and God. He was tempted in all things, yet without sin; living the perfect life of righteousness. (John: 3:16)

**6.9. The Death and Resurrection of Christ.** Christ died on the cross; as the perfect sacrifice for sin, forever finishing the substitution work of atonement for His people. (Matt. 27: 50; Mark 15: 37-39; Luke 23: 46; Heb. 10:10-14)

- On the third day, Jesus rose in bodily form from the grave. The resurrection affirms the deity; and authority of Christ and assures believers of their future bodily resurrection (1Cor.15:4, 20; Acts 2:24, 32; 3:15)

**6.10. The ascension of Christ.** Jesus ascended into Heaven; to appear in the presence of God as our perpetual High Priest, presenting Himself as the only acceptable sacrifice for sin. He is the one and only Mediator between God and men, and head of His church. He intercedes forever on behalf of his people, and rules over all things for their sake. (Mark 16: 19; Acts 2:33,34 Eph. 1:20; Col. 3:1; Heb. 9: 11-15)

**6.11. The Holy Spirit.** We believe that, God the Holy Spirit brings glory to the Father and the Son.

He applies the work of Christ to believers, and distributes spiritual gifts to every believer according to His sovereign good pleasure, for the purpose of building the body of Christ.

He is the comforter, the Spirit of adoption, the seal of our salvation, and the Guarantor of our inheritance in Christ. (John 14:16-17; 16:14; Rom. 8: 14-17; Eph. 1:13-14)

**6.12. Salvation.** Salvation involves the redemption of the whole man, and is offered freely; to all who accept Jesus Christ as Lord and Saviour, who by His own blood obtained eternal redemption for the believer.

In its broadest sense; salvation includes regeneration, justification, sanctification, and glorification.

There is no salvation; apart from personal faith in Jesus Christ as Lord. Acts 4:12

**A. Regeneration:** Or the new birth is the work of God's grace, whereby believers become new creatures in Christ Jesus.

It is a change of heart; brought by the Holy Spirit through conviction of sin, to which the sinner responds in repentance toward God, and faith in the Lord Jesus Christ. (Eph. 2:1-6; Tit. 3:5; 1 John 5:1)

**B. Repentance and Faith:** Are inseparable experience of grace. Repentance is a genuine turnaround from sin toward God. Faith is the acceptance of Jesus Christ; and commitment of the entire personality to Him as Lord and Saviour. (Rom. 3:27-28; 4: 17-25; 10: 14; 17; Phil. 1: 29; Eph. 2: 8; Jas. 2: 14-26)

**C. Justification:** It is the judicial act of God; where He declares a sinner righteous like he has never sinned before. (Rom. 3:24; 4:58; 8:30; Gal. 2:16; Heb. 10:10)

**D. Sanctification:** The continuous process of the setting apart of the believer by God from sin; to a life of holiness, by the power of faith through the Holy

Spirit. It involves two key elements of confession; and repentance. (Rom. 8: 1-17; Gal. 5: 13-24; 2Pet. 1: 3-11).

**E. Glorification** The ultimate transformation into the image of Christ; after the believer dies and enters into the Kingdom of God.

**6.13. Security of Believers.** All those who are born again, will never be totally; nor finally fall away from the state of grace; but shall certainly be persevere to the end; and though they may fall through neglect, and temptation into sin, whereby they grieve the Spirit, impair their graces and comforts, bring reproach on the Church, and temporal judgments on themselves, yet they shall be kept by the power of God through faith unto salvation. (John 6:37-40; 10:28-29; Rom. 8: 28-29; 1Cor. 1: 8-9)

**6.14. The Church.** A local church is a visible representation of the body of Christ and is under the authority of Christ alone. Nevertheless, in every local church, qualified Pastors are appointed to serve Christ as they care for His body. Qualified deacons are to assist the Pastors as needs arise. Each member of the church is uniquely gifted by the Holy Spirit; to edify the body. A local church; must recognize and fellowship with universal body of Christ; as represented in other true churches. (Matt. 16:18; 1Cor. 16: 12:28; Eph. 1:22; 5:23-25; 32; Col. 1: 24)

**6.15. The Lord's Day.** Every day is the Lord's day and Sunday is set for the gathering of believers. Ex. 20: 8-11; Matt. 12: 1-12; 28: 1ff; Mark 2: 27-28; 16: 1-7; Luke 24: 1-3; 33-36; John 4: 21-24; 20: 1, 19-28; Acts 20:7; 1Cor. 16: 1-2; Col. 2: 16; 3: 16; Rev. 1:10

**6.16. Praise and Worship.** We believe that; God is Spirit, and all who worship Him must worship Him in Spirit, and in truth, therefore we will seek to praise and Worship Him passionately.

Genuine praise originates in a heart; full of love toward God. Psalms 150; John 4: 23-24; Psalms 18:3; Isaiah 43:21 Deuteronomy 6:5.

**6.17. Prayer.** Prayer is to communicate with God. We believe that all men and women ought to pray at all times, knowing that God answers prayer;

Therefore each member of Waiyaki Way Community Church; is encouraged to set aside specific times for private, family, and corporate prayer. Luke 18:1

**6.18. Fellowship/Community.** We believe that God instructs Christians to cultivate loving relationships as community of believers. We encourage every member of Waiyaki Way Community Church to be actively involved into the fellowships of the church. Rom. 12:10; 1 John 4:7-11; 1 Thes. 5:11; Acts 2:42.

**6.19. Baptism.** Baptism by immersion is an ordinance of Lord Jesus, and is an obligatory upon everyone who is born again. Baptism symbolizes the believer's union with Christ in His death, burial, and resurrection to new life. (Rom. 6:3-5; Acts 2:37-41; 8:12-13; 36-38; 22:16; Col. 2:12)

**6.20. The Lords Supper.** The Lords supper is an ordinance of Jesus Christ, to be administered with the elements of bread and wine, and to be observed by believers till the end of the world. It is in no sense a sacrifice, but is designed to commemorate His death, to confirm the faith, and other graces of Christians, and to be a bond, pledge and renewal of their communion with Him, and to the body of Christ. (Matt. 26:26-29; 1 Cor. 10: 16-17; 11:23-34)

**6.21. Evangelism and Missions.** We believe it is the duty and privilege of every follower of Christ; and every church of the Lord Jesus, to endeavour constantly to win the lost for Christ by personal effort and by all other methods, making disciples of all nations in harmony with the gospel of Christ.

Missionary effort on the part of all rests thus upon a spiritual necessity of the regenerate life, and is expressly and repeatedly commanded in the teachings of Christ. (Matt. 28:19; John 17:17-18; Rom. 10:13-17).

**6.22. Co-operation.** We believe that; members of the New Testament church should freely co-operate with one another at community and national levels, and with other Christian denominations in carrying forward the missionary, educational, and benevolent ministries for the extension of Christ's kingdom. Ex. 18: 21-26; 1 Cor. 1:10-17; 3:5-15; 12, 2 Eph. 4:1-16.

**6.23. The Christian and the Social Order.** We are under obligation to seek; to make; the will of Christ supreme in his own life and society.



Means and methods used for the improvement of society and the establishment of righteousness among men and women can be truly and permanently helpful; only when they are rooted in the regeneration, of the individual by the saving grace of God in Christ Jesus.

Every Christian should seek to bring industry, government, and society as a whole under the sway of the principles of righteousness, truth and brotherly love, and should be ready to work with all men and women of good will in any good cause, always being careful, to act in the spirit of love without compromising their loyalty to Christ, and His truth. Luke 4:18-21; Gal.3:26-28; Ja.1:27; 2:8.

**6.24. Church and Government.** God alone is Lord of the conscience, and He has left it free from doctrines and commandments of men, which are contrary to His word or not contained in it.

- Church and state should be separate. The state owes to every church protection, and freedom, in the pursuit of its spiritual ends.
- In providing for such freedom, no ecclesiastical group, or denomination, should be favoured by the state more than others.
- Civil government being ordained of God, it is the duty of Christians to render loyal obedience thereto, in all things not contrary to the revealed will of God.
- The church should not resort to the civil power to carry its work.
- The gospel of Christ contemplates spiritual means alone, for the pursuit of its ends.
- A free church in a free state is the Christian ideal, and this implies the right of free; and unhindered access to God on the part of men, and women, and the right to form; and propagate opinions, in the sphere of religion without interference by the civil power. (Matt. 22:21 John 8:36; Rom. 13:1-7; Gal.5:1, 13, Phil.3:20)

**6.25. Stewardship.** We believe: God is the source of blessings, temporal and spiritual. We, as Christians, are under obligation to serve God with our time, talents, and material possessions, and should recognize all these are entrusted to us, to use for the glory of God. According to the Scriptures, we

should contribute our means cheerfully, regularly, systematically, proportionately, and liberally, for the advancement of the Redeemer's cause on earth. Mal. 3: 8-12; Matt. 6:1-4; 19-21 Acts 20:35; 1Cor.16:1-4.

**6.26. The Family.** God has ordained the family as the foundational institution of human society. It is composed of persons related to one another by marriage, blood or adoption.

- Marriage is the uniting of one man, and one woman, in covenant commitment for a lifetime. It is God's unique gift; to reveal the union between Christ and His church, and to provide for the man and the woman in marriage, the framework for intimate companionship, the channel of sexual expression according to the biblical standards, and the means for procreation of the human race. The husband and wife are of equal worth before God, since both are created in God's image.
- The marriage relationship; models the way God relates to His people.
- A husband is to love his wife; as Christ loved the Church. He has the God given responsibility to provide for, to protect, and to lead his family.
- A wife is to submit herself graciously to the servant leadership of her husband, even as the church willingly submits to the headship of Christ.
- She, being in the image of God as is her husband; and thus equal to him, has the God given responsibility to respect her husband, and to serve as his helper, in managing the household and nurturing the next generation.
- Children, from the moment of conception, are a blessing and heritage from the Lord. Parents are to demonstrate to their children, God's pattern of marriage.
- Parents are to teach their children, spiritual and moral values, and to lead them through consistent lifestyle, example, and loving discipline to make choices based on biblical truth.

- Children are to honour and obey their parents. Ex. 20:12; Set. 5:16; Pro.1:8; 6:20; 15:20; 11:29; Mat.15:4.

**6.27. Security and Marriage.** We affirm God's plan for marriage and the sexual union, were designed to be "one man, and one woman for life." According to God's word, any sexual immorality is sin, though not an unforgiveable sin. Gen. 1:26-28; Rom. 1:20-32; Eph.5:21-6:4.

**6.28. Second coming of Jesus.** We believe in the second coming of Christ in His own time. (John 14:1-3; 1 John 2:28; 3:2; Rev. 1:18; 3:11; 20:1-22: 13)

**6.29. Resurrection.** The bodies of men/Women after death return to dust, but their spirits return immediately to God—the righteous to rest with Him; the wicked, to be reserved under darkness, waiting for the judgment. (John 5:29-29; 1 Cor. 15:12-28; 2 Cor. 5:1-10; Phil. 1:23)

**6.30. The Judgment.** God has appointed a day, wherein He will judge the world by Jesus Christ, when everyone shall receive according to his deeds; the wicked shall go into everlasting and conscious punishment; the righteous, into everlasting life. (Rom. 2:6-11; Cor. 5:10; 2 Thes. 1:7-10)

**6.31. The Glory of God.** Christians must live for God's glory alone, through their awareness, and enjoyment of his person, submission to His authority, and reliance upon his goodness.

- In truth, all things that breathe or will transpire, serve to glorify God as their highest purpose.
- For of Him, and through Him, and to Him are all things to who is glory forever. Amen. (Rom. 11:36).

**6.32. Christian Conduct.** We believe that; the Christian lifestyle should reflect the witness of Christ in Speech, conduct, and character, in our everyday living. (Rom. 12:1-2 Lev. 10:9; Prov. 20:1; 1 Cor. 6:10; 3:16-17)

## **OUR CHURCH DISTINCTIVES.**

### **WHO ARE WE?**

**1. Biblical Authority.** We hold the belief that the bible and its clear, literal teachings are the final authority for faith and practice. II Tim. 3:16-17; I Pet.1:23-25

**2. Autonomy of the local church.** Each individual local congregation of believers is free to act and govern itself.

- Each congregation is free to operate inside the guidelines laid out in the Bible, elect its own pastor, and manage its own affairs. Rev.1:11; 20

**3. Priesthood of the believer.** The Priesthood of the Believer basically means that; we have no intermediate authority between us and God.

- We believe that; there is no man, or church authority, that one must go through; to fellowship with God, and likewise; that God must go through; to fellowship with us.
- We can directly go to God with our petitions and prayers, and He may make His will known directly to us. 1 Tim.2:5; 1Pet2:5, 9

**4. Two Ordinances.** We believe that the Bible only teaches us to observe two ordinances; inside authority of the local church: Baptism and the Lord's Supper.

They are commanded in the Bible to be observed, and we humbly do so. Lord's Supper, also known as "Holy Communion," is the partaking of bread; and **non-alcoholic** wine. This is done; in remembrance of Christ's broken body and shed blood.

Baptism is a symbolic act that represents the salvation of an individual. It is often called "Believers Baptism" since a testimony of salvation is required, before one can be baptized. This baptism is performed by **immersion**. Acts8:36-37; 1Cor. 11:23-31.

**5. Individual Soul Liberty.** We hold that; each individual is free to determine their own eternal destiny.

- With this freedom of choice; also comes with responsibility as each man/woman will answer to God for their choice.

- The salvation of an individual is ultimately a choice they must make for themselves. Matt.16:27; 2Pet.3:9

6. **Separation of Church and State.** We hold that, the Church, and the State, are two separate entities, and are not to mix their authorities.

- No government or authority should press or require mandatory observance of a sponsored, or endorsed religious system. This even applies to the Community Church and their beliefs, which they have never attempted to force on anyone, through any form of government.
- This, belief does not mean that the Community Church are anti-government. We have been, and continue to be model citizens and patriots. We simply believe that no governmental should govern churches and their practices. Acts 5:29; Rom.13.

7. **Two Offices.** The only two offices that the bible mentions for churches are the Pastor and Deacon. The Pastor is the “under Shepherd” of the church, and the care of its members is his responsibility. He is to be the leader of each congregation, whose responsibility it is to elect them. This office is also called by the names “Bishop” and “Elder” in the New Testament.

- The Deacon is a servant of the church, and is to assist the Pastor in his duties. These men and women are elected by the congregation to this office. They are not given authority to rule over the church or pastor, but to aid in the work of the church. 1Tim3:2-13

8. **Salvation by Grace through Faith.** According to the Scriptures, a person’s eternal destiny is based on whether or not, they receive the gift of salvation offered by the Lord Jesus Christ.

- All men/women are sinners, and are in need of salvation else they will be under judgment in Hell for all eternity.
- However, Christ has purchased our salvation through His death and resurrection. He now offers this free gift of salvation and the promise of an eternity in Heaven to all men/women.
- We receive salvation by believing wholly on Him, and trusting in His finished work, and the veracity of His offer.

There is nothing we can do to merit neither salvation, nor any other means of entrance into Heaven, except through accepting Christ's offer. Jo.3:16; Eph. 2:8-9.

### **ARTICLE III: MEMBERSHIP.**

#### **I. Qualification of Members.**

Membership in Waiyaki Way Community Church is open to **believers** in Christ who meet the qualifications of membership as hereunder;

- α) They are born again through personal faith in the Lord Jesus Christ.
- β) They meet the essential standard of character and conduct for membership in a local church.
- χ) Enter into a covenant with the church that they profess their faith in Christ, are in agreement with church doctrine and practice, and promise to support the services and work of the church and;
- δ) Are received into fellowship of the church by being presented in a church service, upon completion of the membership orientation process.

#### **Reception of Members:**

Any person wanting to join membership must attend the Church membership orientation class. Upon satisfaction that the applicant meets the qualifications for membership, and undertakes the Covenant and Declaration of Faith, the assimilation ministry leadership, shall present the candidate to the church in a church service dedicated for the given purpose. In receiving them into the church, each member will be issued with a membership certificate.

#### **Termination:**

Membership in Waiyaki Way Community Church shall be terminated when a member:

- I.α) Requests a letter of transfer to join another Community Church.
- I.β) Joins another kind of church. A letter of transfer is not necessary.
- I.χ) Dies

I.δ) Is dismissed by a vote of the church due to reason and circumstances provided in the church discipline.

#### **IV Church Covenant:**

As a member of Waiyaki Way Community **Church**, **one will strive** to live a life that honours God, and benefits that portion of His Kingdom on earth; This will entail:

- a) A moral lifestyle that includes kindness, honesty, and sobriety.
- b) A worship lifestyle that includes; regularly gathering with other Christians for the Bible Study, worship, prayer, and fellowship
- c) A devotional lifestyle that includes the regular study of the Bible, both personally, and with other Christians, not only for inspiration and comfort, but also for application of its truths in day-to-day living.
- d) A witnessing lifestyle that both encourages non-Christians to come to a saving knowledge of God through Jesus, and helps fellow Christians to grow in their understanding and application of God's will, in their lives, and in the objectives of Waiyaki Way Community church.
- e) A financial lifestyle that includes recognition that, God is the owner of all things, and that tithes and offerings of our wealth should be returned to the church, for use in expanding and maintaining the work of that church.
- f) A fellowship lifestyle that includes, faithful attendance of church activities, a commitment to solving problems with others; according to Biblical principles, and an acknowledgement that, "in Christ there is no male or female, no slave or free" and no racial, ethnic, economic, physical or intellectual differences great enough to separate the bond of Christian love.

#### **Responsibilities of Members:**

In order to be a responsible member of Waiyaki Way Community Church, members must:

- α) Be in basic agreement with the church's statement of faith and purpose.

- β) Discover, develop, and deploy their spiritual gifts in the ministries of the church.
- χ) Be diligent to live according to the statements of the church covenant.
- δ) Be faithful in attendance to worship services, and Bible study.
- ε) Become a student of the word of God, and of prayer.
- φ) Make a commitment to personal evangelism, and discipleship.
- γ) Encourage scriptural stewardship of time, talents, and tithes and offerings.
- η) Participate fully in church business meetings.
- ι) Uphold the discipline and by-laws of the church.

### **CHURCH DISCIPLINE:**

The exercise of discipline in the church is important, and necessary for the glory of God, purity of the church and redemption of the disobedient member. (1Cor.5: 1-5; Gal.6:1, 2; Thess. 3: 14-15; 1Tim. 1:20; Titus 3:10)

It is the duty of the church to administer discipline to its members, with a view of reconciling the disobedient member to the faith; within the parameters allowed by Christ of mercy and love.

It is the duty and responsibility of every church member to submit repentantly to the churches discipline, so far as it is in consistent with the word of God. (Matt. 18:15-20)

When a brother or sister is in sin, one is to confront him/her privately with a view of helping him/her to recognize his/her mistake, and take corrective action. If the brother/sister is not repentant, the person correcting is to take another brother/sister with him/her, and if the two fail to get through to the disobedient brother/sister, they are to hand him/her to the Pastors. (Matt. 18:15-17)

- All such proceedings shall be pervaded by a spirit of Christian kindness and forbearance, but should an adverse decision be reached, the church may proceed to admonish or declare the offender to be no longer in the membership of the church.



- Any person whose membership has been terminated for any offense may be restored by vote of the church, upon evidence of his/her repentance and reformation; or if an account of continued absence, upon satisfactory explanation.

#### **ARTICLE IV: OFFICE BEARERS**

1. The officers of this church are the Pastors, Deacons and the church council, who constitute the Elders of the church.
2. The Scripture shall determine their qualifications while their election, term, and succession shall be as hereunder;

#### **1 PASTORS**

There shall be an office of the Senior Pastor, Associate (Deputy) Pastor and ministry pastors.

#### **Senior Pastor**

#### **Qualifications**

The Senior Pastor shall:

- i) Be a person of high integrity and must be above reproach in character  
1Tim. 3: 1-7
- ii) Hold at least a degree from a recognized university or seminary.
- iii) Have served as a pastor of any Community Church of like faith and practice or Associate Pastor in an urban church of at least five hundred members for a period of not less than five years.
- iv) Be at least 35 years of age.

#### **Appointment**

- i) The Senior Pastor shall be appointed through a Pastor's search committee constituted by the church council.

ii) The person identified to serve as senior pastor shall be presented to the church business meeting; with a recommendation to serve a six months' probation period. If the council is satisfied as to his capability, it shall recommend him for appointment, and his appointment shall be ratified in a business meeting.

#### **ARTICLE V: DUTIES AND RESPONSIBILITIES OF OFFICE BEARERS.**

##### **a) SENIOR PASTOR**

The Senior Pastor shall;

- i) Oversee all functions and operations of the church.
- ii) Be responsible for overall church strategy e.g. vision, mission, and goals.
- iii) Be responsible for the pulpit ministry of the church
- iv) Be the leader of the pastoral team, the staff and all the other organs of the church
- v) Be answerable and accountable to the church
- vi) Preaching, teaching, pastoral counseling, administration, planning, and guiding the church to grow and fulfill its purposes.
- vii) He shall lead the church, the organizations, and all leaders of the church, in performing their tasks in worship, proclamation, education, and evangelism.
- viii) The Senior Pastor, shall be an ex officio member of all church standing committees, except the Pastor's Selection committee.

##### **ASSOCIATE PASTOR**

- i). Shall be the deputy to the Senior Pastor
- ii) Shall act and perform duties of the senior pastor as assigned by the senior pastor in his absence.

iii). He shall be confirmed to the same position after a probation period of six months with recommendation of the church council to the church business meeting.

iv). The Associate Pastor shall be responsible to the church through the Senior Pastor.

### **MINISTRY PASTORS**

The church shall appoint ministry pastors who shall be responsible for the area of the ministry allocated to them; and any other responsibility, they shall report to the Senior Pastor.

#### **The Pastors call:**

i) A pastor shall be chosen and called whenever a vacancy occurs.

ii) A Pastors Search committee shall be appointed by the church to seek out a suitable pastor and this committee's recommendation will serve as nomination.

iii) The pastors' selection committee, will recommend only one candidate at a time.

iv) The Pastors selection shall take place at a meeting called for that purpose, of which at least two weeks' notice shall be given to the members.

v) An affirmative vote of three fourths (3/4) of members present is necessary for them to confirm a pastor.

### **QUALIFICATIONS**

The ministry pastors shall;

i). Qualifications for pastor shall be consistent with those listed in 1Timothy 3:1-7. His training, skills and experiences are needed in this area of leadership.

ii). Hold a minimum university degree.

## **TENURE AND TERMS OF OFFICE**

- (i). There shall be a full probation of six (6) months upon which the Pastors shall be confirmed in their respective positions.
- ii). The Pastors shall serve for a maximum of two terms of fifteen (15) years each with one year sabbatical leave after every seventh year.
- iii). The chosen Pastor shall serve until the relationship is terminated by either his request or that of the church. In either case, at least sixty (60) days' notice, shall be given unless otherwise mutually agreed.
- iv). There shall be a written mutual contract/agreement made between the pastor and the church.
- v) The contract should clearly define issues pertaining to salaries, medical, mileage, mortgage, personal development, pension etc.

## **D) DEACONS**

### **Term of office:**

Deacons shall be elected for a term of service of three years, renewable once by a vote of the church. After a deacon's term has expired, the person is not eligible to re-election as a deacon until one term of three years has elapsed.

- i). A church Deacon must meet the qualifications of 1Tim 3:8-13.
- ii). A deacon shall demonstrate an exemplary Christian testimony in private, family, and public life. Be committed Christian leader, and follower of the church's practices, programs, and ministries.

### **Election and ordination:**

- i). When a deacon vacancy occurs, the Senior Pastor shall announce that an election of a deacon will be held during a named church business meeting.

ii). The Church members will nominate candidates to be considered for the election and ordination. The nomination committee, in consultation with the Senior Pastor; will enlist active and capable members to be recommended to the church. The duties, qualifications, and importance of the office of a deacon, will be interpreted to the candidates, and be reviewed to the church prior to the scheduled election of deacons.

**Duties:**

- a) Elected deacons shall elect the Chairman of their committee.
- b) Assist the pastors in ministering to the members.
- c) Assist the pastors to solve any fellowship problem of the church as requested.
- d) Assist the pastors in administering the church ordinances.

**CHURCH COUNCIL:**

- a) The church council shall consist of the following;
  - i). The Chairman,
  - ii). The Vice Chairman,
  - iii). The Treasurer,
  - iv). The Secretary,
  - v). The Assistant Treasurer
  - vi). The assistant Secretary
  - vii). The Senior Pastor
  - viii). The Chairperson of Deacons
  - ix). The Chairperson of each Board
  - x). The Church Administrator.

- b) The role of the Church Council shall be to coordinate, review, and evaluate church goals and objectives, Church programs, and Church budget.
- c) All matters agreed on by the Church Council, calling for action not already provided for, shall be referred to the Church for approval.

#### **The Chairman**

- i). The chairman of the Church Council, shall preside all regular and called business meetings of the Church.
- ii). In the absence of the Chairman, the Vice Chairman shall preside the regular and called business of the Church.

In the absence of Chairman and the Vice Chairman, the Senior Pastor shall preside over the meeting.

#### **g). The Treasurer:**

- i). The church treasurer shall be the custodian of all monies of the church, and shall disburse these monies by checks as authorized by the church.
- ii). The treasurer shall keep at all times, an itemized account of all receipts, and disbursements, and shall render a monthly and annually written report of this account to the church council.
- iii). The treasurer's report shall be audited annually by registered audit firm.

#### **h). The Council Secretary**

The Church Secretary shall work together with the church Administrator, and be responsible for keeping an accurate record of church council minutes, and all business meeting transactions of the church, and preparing the annual report.

#### **BOARD OF TRUSTEES:**

- α) At least three (3) trustees shall be elected by the church to hold in trust the property of the church.
- β) They shall have no power to buy, sell, mortgage, lease, or transfer any property of the church without a specific vote of 2/3 of the church member authorizing each action.
- χ) It shall be the function of the trustees to sign any, and all legal documents requiring the signature of the trustees for and on behalf of the church.
- δ) Seven (7) trustees shall serve in this Board for a renewable term of 3years.
- ε) Appointment of Trustees shall be done at a church business meeting following nomination by members and approval by the Pastors and the Church Council.

### **Functions**

The functions of the Board shall be;

- a) Providing leadership in the acquisition of security, development, and disposal of church property.
- b) Procuring legal advice and representing the church in all legal matters including entering into contractual agreements on behalf of the church.

### **VACANCIES IN CHURCH OFFICES:**

In case of a vacancy in any office except that of pastors and staff members, the vacancy shall be filled by the church; at a regular or special meeting, as soon as possible after such vacancy occurred.

### **CHURCH STAFF**

The church shall employ or call staff, as it shall need.

- a) Staff members other than that of the pastor shall be recommended for employment by the church council or a special committee.
- b) A written job description and mutual contract/agreement will be prepared
- c) Church Administrator shall:

Be in charge of church administration duties as directed by the Senior Pastor and Church Council.

## **ARTICLE VI: THE COMMITTEES**

### **6.1: MINISTRY BOARDS AND COMMITTEES**

#### **BOARDS OF THE CHURCH**

There shall be ministry boards of the church as listed below. New ministries approved at the church business meeting as necessitated by need, will be enlisted in the appropriate board.

#### **Ministry Boards of the Church:**

##### **Worship Board, composed of:**

- 1.1.a) Pastoral ministry
- 1.1.b) Deacons ministry
- 1.1.c) Worship and media ministry
- 1.1.d) Ushering ministry
- 1.1.e) Prayer/Intercessory ministry

##### **Family Board, composed of:**

- 1.1.f) Couples ministry
- 1.1.g) Men's ministry
- 1.1.h) Ladies ministry
- 1.1.i) Youth ministry
- 1.1.j) Young adults ministry
- 1.1.k) Senior citizen's ministry
- 1.1.l) Children's ministry

##### **Outreach Board composed of:**

- 1.1.m) Hospitality ministry
- 1.1.n) Social services ministry
- 1.1.o) Outreach ministry
- 1.1.p) Schools ministry
- 1.1.q) Districts ministry



**Education Board composed of:**

- 1.1.r) Bible study
- 1.1.s) Assimilation ministry
- 1.1.t) Discipleship ministry
- 1.1.u) Leaders training

**Administration Board:**

- 1.1.v) Development committee
- 1.1.w) Fundraising committee
- 1.1.x) Finance committee
- 1.1.y) Administration Department
- 1.1.z) Trustee

**Functions of ministry Boards**

- 1.1.aa) Oversee the coordination and harmony of church ministries within the board.
- 1.1.bb) Provide a forum for accountability for the leaders with the board.
- 1.1.cc) Provide a forum for encouragement and exchange of ideas for the church leaders within the board.

**CHURCH COMMITTEES:**

All church committee members shall be elected to serve for a term of one (1) year (renewable). They shall be elected by the church from nominations presented by the nominating committee, and nominations from the floor with the consent of the nominee. There shall be a minimum of seven (7) with at least 2 men, 2 ladies, 2 young adults and the chairperson. Any committee member elected to fill any vacancy shall serve the unexpired term of the position vacated. Each committee Chairperson shall submit an annual budget request to the church council.

**ARTICLE VII: DUTIES OF THE COMMITTEES****1. Nominating committee:**

The Nominating Committee shall be responsible throughout the year for nominating and presenting to the church people to serve in various positions of the church (unless provided for otherwise in these bylaws) vacated by expiration of term of office, by death, by resignation, or by

removal. Each person contacted shall be informed of his or her responsibilities. The Senior Pastor shall be responsible for contacting candidates nominated for church council and Deacon positions. Nominees for ministry positions within the church shall be contacted by the ministry pastors providing oversight over those particular ministries. The nomination process shall include the pastors and the outgoing leadership committee.

**Budget and Finance Committee:**

This committee shall have responsibility of assuring that the budget is adhered to. It shall recommend financial policies to the church and; shall foster and promote programs of stewardship. In consultation with the Church Council for the new church year, it shall draw up and submit to the church, an annual budget during the month of October for the next calendar year and recommend the chairperson of the budget promotion annually. The taking of Special offerings shall be approved by the committee. This committee shall be responsible for the annual audit of the treasure's books.

**Properties Development Committee:**

This committee shall be responsible in matters to properties administration. Through-out the year, this committee shall give attention to and study the condition and state of repair and appearance of the building and grounds of the church and equipment therein, and make arrangements for repairs and improvements authorized by the church and included in the church budget. All matters of major repairs, changes, improvements or items of equipment not included in the budget shall be referred to the Stewardship Committee for fiscal review. Purchase of equipment shall be through this committee unless another committee is directed specifically to make studies, report to the church, and make necessary arrangements as the church decides.

**Outreach Committee:**

This committee is under the immediate leadership of the Senior Pastor. He forms a committee to develop and implement a strategy for effective programs of community evangelism outreach such as visitation, Bible studies in homes, offices, places of work, special evangelistic meetings inside and outside the church; and other needed programs to reach people with the gospel.

This committee is also responsible for planning training events for soul-winning, as well as the production or securing evangelistic printed materials to be used by the church.

2. Other ministries' committees may be formed as needed by the church.

#### **8. ARTICLE VIII: GENERAL MEETINGS:**

Meetings for worship, prayer, praise fellowship, business, and special purposes shall be held as set forth by the Pastors, Church Leadership and per the constitution.

##### **A. Church meetings:**

1. The regular church business meeting, which shall be held at least three times a year to receive Pastoral, Chairman's and finance reports of the church.
2. The Annual General Meeting shall meet as soon as possible, after the audited accounts for the previous financial year have been received. The specific purpose of this meeting will be:
  - 2.a) To review and report on all church activities in-order to discuss them;
  - 2.b) To present the financial statement for the previous year; and
  - 2.c) To discuss and approve the proposed budget for the following year.
  - 2.d) To confirm church elected officers as required by the law.
3. Extraordinary church meetings may be called by Council or by a letter to the council signed by at least one third of the membership, which also states specific purpose(s) of the proposed meeting.

#### **ARTICLE IX: PROCEDURE AT MEETINGS**

Every church business meeting should be announced at least two weeks before the date on which it is held. In case of an emergency extraordinary church

meeting every member must be notified one week prior to that meeting, preferably in writing.

1. For the transaction of business, a simple majority of the membership at the time of the meeting must be present to for a quorum. However, in the event of lack of quorum at a properly called meeting, a second meeting for that agenda may be called and, if the second meeting is publicly announced in two consecutive Sunday morning services, all those attending that second meeting shall form the quorum.
2. At least 75% approval by the members present and eligible to vote is required to pass a recommendation (except in the case of dismissal of an official)

Matters discussed at the meetings of the church are confidential. Therefore, members are permitted to discuss of these matters only to fellow-members.

#### **ARTICLE X: TRUSTEES**

1. Board of Trustees (hereafter referred to as the Board) shall be responsible for the operations of **Waiyaki Way Community Church Endowment Fund** (hereafter referred to as the Fund) and shall handle the matters of investments, operations, publicity, and expenditures from the fund, and shall report them to the Church Council, and the church members on quarterly basis.
2. The Board shall receive and hold all bequests, and special gifts given to the church from members, other individuals or corporations, by gift or by estates, through wills, charitable remainder trusts. Trusts, charitable gift annuities, assignment of life insurance, and transfer of property (cash, stocks, bonds, real estate.)
3. The Board shall have the discretion to reject any gifts, or devices of property, which they may consider not being in the best interest of, contrary to, the objectives and mission of the Church, or subjecting the church to certain liabilities, or may be burdensome or difficult to administer.

- 4.** The Board shall consist of seven (7) trustees, all of whom shall be voting members of Waiyaki Way Community Church. Except as herein limited, the term of each trustee shall be three (3) years renewable once. The church shall annually elect one (1) trustee for a term of three (3) years. No trustee shall serve more than six (6) consecutive years. After a lapse of one (1) year, a former director may be elected.
- 5.** The Senior Pastor and the Chairman of the Church Council shall be advisory non-voting members of the Trustee Board. The nominating committee of the church shall submit a list of nominees for the Trustees.
- 6.** The Trustee Board shall prepare an annual report for the congregation.
- 7.** In the event of a vacancy on the Trustee Board, the Church Council shall appoint a voting member of the congregation to fill the vacancy until the next regular meeting of the congregation, at which time the congregation shall elect a director to fulfill the term of the vacancy.
- 8.** The Board shall meet at least quarterly, or more frequently, as deemed to be in the best interest of the fund.
- 9.** A quorum shall consist of three (3) trustees. A majority present and voting shall carry any motion or resolution.
- 10.** The Board shall elect from its membership, a chairperson of the Board, financial secretary, and recording secretary. The chairperson of the Board, or member designated by the chairperson, shall preside at all board meetings.
- 11.** The recording secretary shall maintain complete and accurate minutes, of all meetings of the Board, and supply a copy thereof to each Trustee of the Board. The secretary shall also supply a copy of the minutes to the Chairman of Church, Council and Senior Pastor.
- 12.** The financial secretary shall maintain complete and accurate books of accounts for the fund, and shall co-sign checks, and all other necessary documents on behalf of the Fund, along with the treasurer of the church. The

books shall be audited annually by a certified public accountant, or other appropriate person who is not a member of the Trustee Board.

**13.** The Trustee Board shall report on quarterly basis to the church council, and at the annual General Meeting, render a full and complete audited account of the administration of the fund during the preceding year.

**14.** The Trustee Board may request other members of the congregation to serve as advisory members, and at the expense of Endowment Fund income may provide for professional counseling on investments, or legal matters as it deems to be in the best interest of the Fund.

**15.** The trustees shall not be liable for any losses, which may be incurred upon the Investment of the assets of the Fund except; to the extent such losses shall have been caused by bad faith or gross negligence. No trustee shall be personally held liable; as long as he/she acts in good faith and with ordinary prudence. Each trustee shall be liable; only for his/her own willful misconduct, or omissions and shall not engage in any self-dealing, or transactions with the fund in which; the trustee has direct or indirect financial interest, and shall at all times refrain from any conduct in which; his/her personal interests would conflict with the interest of the Fund.

**16.** All assets are to be held in the name of Waiyaki Way Community Church Endowment fund.

**17.** Decisions to hold, sell, exchange, rent, lease, transfer, convert, invest, reinvest, and in all respects to manage; and control the assets of the Fund, including stock, bonds, debentures, mortgages, notes, or other securities, are to be made by the Board; as in their sole judgment and discretion they deem wise and prudent.

## **ARTICLE XI: AUDITOR**

A certified auditor or auditors, must be appointed at the Annual General Meeting; to act for the following twelve months, and will be empowered severally or jointly

to audit financial statements of the Church. If during the year for any reason, the Auditor cannot complete the audit, the appointment of another certified Interim Auditor may be made by the Council.

## **ARTICLE XII: FUNDS**

### **STATEMENT OF PURPOSE AND MISSION.**

1. The name of the Fund shall be the **WAIYAKI WAY COMMUNITY CHURCH EDOWMENT FUND** (hereafter referred to as Fund)
2. The fund is created as a means for members of Waiyaki Way Community Church and others; to make undesignated donations to an Endowment Fund, to benefit the ministries of the church. Donations designated for specific projects may also be placed in this Fund. Only income earnings, and no portion of the principle from the Fund, will be distributed annually to provide ministry support on the following levels:
  - 2.a) Social Ministry
  - 2.b) Development Ministry
  - 2.c) Outreach Ministry.

No portion of the income generated by the Fund, shall be used for either the general operating fund; or the building fund.

### **DISTRIBUTING OF INCOME**

1. The Board shall determine what is principle, and income according to accepted accounting procedures.
2. Gifts and bequests to the fund, shall accumulate until the principal amount is achieved; or after the funds have accumulated for five years, whichever comes first; after which, the income generated from the investment of the principal shall be expended.
3. Income from the fund shall be distributed annually and such other times as deemed necessary and/or feasible, to accomplish the following purposes, which shall be defined as missions of the congregation.
4. Minimum 20 percent for scholarships of grants to members of Waiyaki Way Community Church, for the purpose of attending college, seminary,

nursing, or medical school; for church related camping or leadership conferences; or such training which enables members of this congregation, to grow in Christian faith and service to God's people.

5. Minimum 20 per cent for outreach into the community including; but not limited to grants to colleges, seminaries, social service agencies, institutions, and agencies to which the church relates, and to special programs designed for those persons in the parish area, who are in spiritual and/or economic need.
6. Minimum 20 percent for missions of Waiyaki Way Community Church, at home and overseas; including but not limited to, grants for new mission development in professional leadership, educational ministries, world missions and ecumenism, TV evangelism, and capital financing.
7. Forty (40) percent for any one or all above designated areas, in any proportion as determined by the Board, or for causes and programs which at the discretion of the Board, are consistent with the Fund purpose of enhancing the benevolent mission of Waiyaki Way Community Church.
8. Disbursement of income from the Fund need not occur annually; in the event that causes and programs have not been approved by the Board, insufficient total income available, or if the judgment of the Board, total annual disbursement of income is not recommended.

#### **DISPOSITION/TRANSFER OF FUNDS**

##### **9. Disposition of Principal**

The principal of the fund shall not be available for disposition by the Board of Trustees under any circumstances.

##### **Transfer of Fund**

In the event Waiyaki Way Community Church ceases to exist, either through merger or dissolution, disposition or transfer of the Fund shall be based upon the recommendation of the Board of Trustees and the approval of the Church in conformity with the approved Church Constitution.



## **ARTICLE XIII: BRANCHES**

### **9.13. ARTICLE XIV: OTHER PROVISIONS**

1. The Church shall not be dissolved except on the recommendation of at least 75% of the total membership. Before any action is taken, prior permission in writing must be obtained from the Registrar of Societies by a written application. The assets of the church shall be realized for cash, all debts paid, and the balance distributed to other churches or causes as the church deems fit. This decision shall be made at the meeting, where approval was made for dissolution.

## **AUTHORITY AND GOVERNMENT**

1. This is a self-governing body, independent of all other Church Bodies. The Church may cooperate with other Churches of like faith and order for the purpose of attaining its objectives. No such cooperative effort may be made with or any financial support given to any group whose doctrinal position or practices would affect or compromise with the Statement of Faith.

2. The congregational form of government shall be the basis for the polity in this church. The membership vests in the scriptural officers; given the responsibility of leadership, in order to implement the objective of the church subject to the approval of the membership. All ultimate human authority, therefore, rests in the membership of the Church. The Church Authority is vested in the Church Council, Deacons and Pastors. They will exercise this authority as laid down in the constitution and by-laws.

3. The Church shall have the right to borrow any sum or sums of money, from a credible lender upon credit of the church either by way of overdraft, loan, line of credit or otherwise, and upon such terms; as they may think proper, and as security for any money so borrowed, or as security for any advances, reliabilities, heretofore made or incurred, or that may hereafter

be made, or incurred, mortgage, and pledge and give to the lender, all or any stock, bonds, debentures, negotiable instruments, in action or other real property of the church, or other assets of the church as they may see fit, or as may be required by or on behalf of the lender, and it is expressly declared that, any security given; pursuant to this article may be by way of chattel mortgage, or in such other form as the lender may require, or as the church sees fit. The decision to mortgage; or otherwise charge the church property; must be made at an annual general meeting or a special Church meeting.

### **ORDINATION:**

The setting apart for gospel ministry, the churches recognition and confirmation of God's call and the gifting of a person to ministry (John 15:16

The congregation through the pastor and leadership of the church, has the responsibility to determine whether; the gifting of the Holy Spirit necessary for ministry is present in the candidate's eligibility guided by Scripture. Upon completion of evaluation process, the council will recommend the candidate for the ordination or not. If successful, the candidate is presented to the congregation for approval. At this stage, the members are expected to raise any valid objections if any personally, and in confidence to the pastor, within a period of 14 days after the day of presentation.

- i. Pastors for Pastors ordination
- ii. Pastors and Deacons for deacons Ordination.

The pastor then schedules an ordination service, which will consist among other usual service order, the laying of hands and ordination prayer by the ordaining clergy.

When a church of like faith and order shall have called as its pastor, a member of this church who possesses scriptural qualifications and as demonstrated by his

skills, character and training for ordination to the work of the gospel ministry, and shall request in writing that he be ordained, the above will apply.

#### **ARTICLE 15: AMEMNDMENTS TO THE CONSTITUTION**

This constitution may be repealed, or amended at the Annual General Meeting, or any other meeting of the church called for that purpose, by a three fourths (3/4) majority of the members present and voting, providing that; proposed amendment is in writing, and notice has been submitted to the church at least two weeks prior to the meeting. No provision of these bylaws shall be amended or adopted, which shall conflict with or void any of this constitution.

**Ratified by Action Of the Church in its Business Meeting On .....**

**Chairman Church Council:** \_\_\_\_\_

**Secretary Church Council:** \_\_\_\_\_

**Senior Pastor:** \_\_\_\_\_

