

# Rock River House of Prayer

## Constitution And Bylaws

### CONSTITUTION & BYLAWS

**Date:** October 1, 2007

**Approved:** October 8, 2007

**Revised:** November 6, 2007

**Revised:** June 19, 2008

**Revised:** June 29, 2011

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Laird Percy  
Director

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Anne Percy  
Secretary

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Ryan Weldon  
Chairperson

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Laban Hoover  
Treasurer

### ARTICLE I General

#### 1.01 *Name*

The name of this organization shall be the Rock River House of Prayer (R<sup>2</sup>HOP) Inc.

#### 1.02 *Notifications*

All notification periods mentioned in these bylaws shall be 7 days.

#### 1.03 *Incorporation*

A simple majority of the Steering Committee will be required to approve the constitution and slate of leaders.

#### *1.04 Appeals*

All decisions may be appealed to the steering committee. The steering committee's decisions are final.

#### *1.05 Books & Records*

The following directives apply to record keeping:

- R<sup>2</sup>HOP will keep two sets of email addresses: R<sup>2</sup>HOP Friends of the Bridegroom and Associates.
- R<sup>2</sup>HOP shall keep correct and complete books and record of account, together with minutes of the proceedings of the steering committee.

All books and records of the corporation may be inspected by R<sup>2</sup>HOP Friends of the Bridegroom. Request must be submitted in writing.

#### *1.06 Fiscal Year*

The fiscal year of the Corporation shall begin on the first day of January in each year and shall end on the last day of December next following, unless otherwise determined by the steering committee.

#### *1.07 Amendments*

All or any portion of these bylaws may be amended or repealed by 2/3 decision of the steering committee including the director. No amendment, however, shall be made that would deprive the corporation of its Section 501(C)(3) tax exempt status.

#### *1.08 Up To Date*

An up-to-date constitution, including all amendments, will be maintained by the Secretary.

#### *1.09 Annual Meeting*

Each year an annual meeting of the Steering Committee will be held to hear a report on the condition of R<sup>2</sup>HOP, to approve a new budget, and to vote on retaining the current slate of officers.

## ARTICLE II Organization

#### *2.01 Officers of the Corporation*

The officers of the corporation shall be selected from the Steering Committee and will consist of: Director, Chairperson, Treasurer and Secretary. The term is unlimited, except for removal or resignation.

#### *2.02 The Director*

The Director shall be the chief executive officer of the organization. The Director shall see that the resolutions and directives of the organization are put into effect, except in those instances in which that responsibility is assigned to some other person by the Steering Committee, and in general, shall discharge all duties incident to the office of the director.

The Director shall have general supervision, direction, and control of the spiritual and business affairs of the organization, except as otherwise provided herein. The Director shall over-see the business of the organization on a daily basis and give leadership to the Steering Committee, and R<sup>2</sup>HOP Friends of the Bridegroom.

The Director shall have oversight of the staff who, with him and under his direction shall carry out the day-to-day tasks and the Steering Committee's written decisions.

The Director, with approval of the Steering Committee, may appoint such agents and representatives of the corporation and with such powers and to perform such acts or duties on behalf of the corporation as the Steering Committee may see fit so far consistent with these bylaws to the extent authorized or permitted by law.

### *2.03 The Chairperson*

The Chairperson shall preside at meetings of the Steering Committee and serve as its chairperson—opening and closing meetings and reviewing resolutions.

### *2.04 The Treasurer*

The treasurer shall do or cause to have done the following:

Have charge and custody of and be responsible for the receipt, care, investment, disbursement, and disposition of all funds, property, and securities of the corporation.

Accept all gifts of money or other personal property on behalf of the corporation, executing such receipts or other documents as may be necessary.

Enter or cause to be entered regularly on the books of the corporation and to be kept by him, or under his supervision, full and accurate account of all monies and obligations received and paid or incurred for or on account of the corporation. The treasurer shall exhibit such books at all reasonable times to any Steering Committee member on application at the offices of the corporation.

Deposit all monies in the name of the corporation in such banks, trust companies, or other depositories as may be authorized by the Steering Committee.

See that the books of the corporation are reviewed each year.

Perform all the duties incident to the office of Treasurer and such other duties as from time to time may be assigned by the Director or by the Steering Committee.

The director will not be a signee on any Accounts Payable (AP) account.

The treasurer will ensure that there are two Steering Committee members with AP signing authorization or one Steering Committee member and one other Friend of the Bridegroom.

The treasurer may be required to give bond for the faithful performance of his or her duties, in such sum and with such securities as the Steering Committee may require.

### *2.04 The Secretary*

The Secretary shall do or cause to have done each of the following:

Record the minutes of the meetings of the Steering Committee in one or more books provided for that purpose.

See that all notices are duly given in accordance with the provisions of these bylaws or as required by law.

Be custodian of the corporate records.

Keep an email register of the R<sup>2</sup>HOP Friends of the Bridegroom and Associates.

Perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned by the Director or by the Steering Committee.

#### *2.05 Steering Committee*

Consists of 6-12 people chosen from among the R<sup>2</sup>HOP Friends of the Bridegroom. Currently serving Steering Committee members will vote on prospective Committee members. Selection must be unanimous. Each steering committee member must agree to be governed by this constitution.

#### *2.06 Steering Committee Term*

Each Steering Committee member will serve for a period of one year and must be unanimously reaffirmed by the other committee members. There is no limit to the number of years a committee person may choose to serve.

#### *2.07 Quorum*

Fifty percent of the Steering Committee must be present to conduct new business. Actions must be approved by the director and a simple majority. Unanimity is preferred, but not required.

### ARTICLE III Beliefs & Practices

#### *3.01 Theological Statements*

Our theological presuppositions are enumerated in the booklet “Rock River House of Prayer Statement of Faith”.

#### *3.02 Philosophical Statements*

Our philosophical statements can be found in “Rock River House of Prayer—A Guide to 24/7 Prayer”.

### ARTICLE IV Purpose

#### *4.01 Enumerated Purposes*

This organization shall be organized and operated exclusively for religious purposes within the meaning of Section 501(C)(3) of the Internal Revenue Code of 1954, as amended. Activities include, but are not limited to:

- Creating and maintaining a 24/7 House of Prayer.

- Developing intercessory missionaries.
- Creating and maintaining healing rooms and providing appropriate training.
- Training and maintaining prophetic teams.
- Ministering the Word of God.
- Ministering to one another and to others through prayer, encouragement, exhortation, the Gifts of the Holy Spirit, or other appropriate means;
- Maintaining R<sup>2</sup>HOP facilities.
- Establishing new ‘house of prayer’ organizations in other communities.
- Providing support to other HOP’s as needed.

## ARTICLE V Membership

### 5.01 *Membership*

R<sup>2</sup>HOP has two classes of non-voting members: R<sup>2</sup>HOP Friends of the Bridegroom and Associates

### 5.02 *R<sup>2</sup>HOP Friends of the Bridegroom Requirements*

- Develop sustaining Friendships with other members of R<sup>2</sup>HOP.
- Subscribe to the Rock River House of Prayer—Statement of Faith.
- Subscribe to the Rock River House of Prayer—A Guide to 24/7 Prayer.
- Follow and support the leadership of R<sup>2</sup>HOP
- Faithfully attend and participate in the various R<sup>2</sup>HOP meetings.
- Give to the financial support of R<sup>2</sup>HOP.
- Be an active member in a local congregation.
- Agree to be governed by the bylaws of this constitution.

### 5.03 *Associates*

Associates who are not able to directly participate in the ministry, but wish to be on the emailing list.

### 5.04 *Membership Application*

Prospective members shall submit a written request to be added to R<sup>2</sup>HOP email list as either an R<sup>2</sup>HOP Friends of the Bridegroom or Associate or they may apply through the R<sup>2</sup>HOP web site. Other requirements may be set from time to time by the director or steering committee.

### 5.05 *Forfeiture of Membership*

R<sup>2</sup>HOP Friends of the Bridegroom, who without good cause, absent themselves from the organization for a period of 90 days, or cease to meet all requirements, may forfeit their membership.

### 5.06 *Resignation of Membership*

Associates and R<sup>2</sup>HOP Friends of the Bridegroom may resign their membership at any time with a simple written request.

### *5.07 Discipline of Members*

General discipline, related to R<sup>2</sup>HOP, will follow the pattern laid out in Matt 18. Anyone who does not respond to discipline will forfeit their membership. More serious issues of discipline will be appealed to the appropriate representative church leader. Church discipline decisions will be accepted and supported by R<sup>2</sup>HOP.

## ARTICLE VI Removal from Leadership

### *6.01 Director*

The director may be removed when 70% or more of the Steering Committee renders a no confidence vote. Notification of this decision will be sent by email.

### *6.02 Steering Committee*

A Steering Committee member may be removed if the director and a simple majority of the committee renders a no confidence vote. Notification of this decision will be sent by email.

### *6.03 R<sup>2</sup>HOP Friends of the Bridegroom*

A R<sup>2</sup>HOP Friends of the Bridegroom may be removed if the director and a simple majority of the committee renders a no confidence vote. Notification of this decision will be sent by email.

### *6.04 Grounds*

Grounds for removal include: significant departure from the Theological and Philosophical Statements of the organization, serious breach of other provisions of these bylaws, and substantial departure from Biblical norms of behavior.

## ARTICLE VII Compensation

### *7.01 Paid Staff*

Paid office staff will be paid according to market conditions and prevailing community standards depending on the type of work and experience of the employee.

### *7.02 Review*

Each year as needed, a temporary Compensation Task Force, composed of present or former members of the Steering Committee, or other suitable individuals, who are not paid by R<sup>2</sup>HOP shall be appointed by the Steering Committee to review staff compensation and submit proposed changes.

Once suggested compensations have been drafted by the Compensation Task Force, they are reviewed by the Steering Committee and Treasurer. Office staff dollars will be included in the annual budget and voted on by the Steering Committee.

Compensation may include salary and other benefits such as parsonage allowance, medical reimbursement plans, insurance and retirement plans, and any other benefits that are normal and available by law. Staff may also be reimbursed for expenses incurred while fulfilling

their responsibilities. Reimbursements are budgeted separately from compensation and are not determined by the Compensation Task Force.

## ARTICLE VIII Property, Contracts, Checks, Deposits and Funds

### 8.01 *Contracts*

The Steering Committee may authorize any officer or officers, agent or agents of the corporation, in addition to the officers so authorized by these bylaws, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the corporation. Such authority may be general or confined to specific instances.

### 8.02 *Checks and Drafts*

All checks, drafts, or orders for the payment of money, notes, or other evidences of indebtedness issued in the name of the corporation shall be signed by such officer or officers, agent or agents of the corporation and in such manner as shall from time to time be determined by resolution of the Steering Committee. In the absence of such determination by the Steering Committee, such Instruments shall bear the signatures and be signed by a member of the steering committee or the Treasurer of the corporation.

### 8.03 *Deposits*

All funds of the corporation shall be deposited from time to time to the credit of the corporation in such banks, trust companies, or other depositories as the Steering Committee may select.

### 8.04 *Contribution*

The director has the authority to accept or, with the advice of the Steering Committee, refuse on behalf of the organization any contribution, gift, bequest, or devise for any purpose of the organization. In general, it is the intention of the director and the Steering Committee to use all funds designated for specific purposes in the area for which they were designated. However, the Steering Committee reserves the right to redirect all funds including designated funds to areas of need. The Steering Committee may allow monies to be loaned from one fund within the organization and placed in another. No interest will be charged and monies are to be repaid as soon as possible.

### 8.05 *Property*

The organization shall have the right to purchase or acquire by gifts, bequest, or otherwise, either directly or as trustee, and to own, hold in trust, use, sell, convey, mortgage, lease or otherwise dispose of any real estate or chattels as may be necessary for the furtherance of its purpose. The agent of the transaction shall certify in such conveyance, deed, lease, or mortgage, or hypothecation that the same has been duly authorized by the Steering Committee. Such certificate shall be held to be conclusive evidence thereof.

### 8.06 *Budget*

Each year at the annual meeting a budget will be presented to the steering committee covering the proposed activities of the organization. If the presented budget does not pass, the current budget will be extended until a new budget is accepted. Each department or ministry that requires funding must present a budget for the coming year. Ministries requiring additional funding beyond the budgeted amount will need the approval of the steering committee if approval if the amount is 25% or more.

## ARTICLE IX Indemnification

### 9.01 *Limitations of Liability*

No person shall be liable to the corporation on account of any action taken or omitted to be taken by him in good faith as a director, officer, Friends of the Bridegroom, agent or employee of the corporation, if in respect thereto be used or exercised the same degree of care and skill as a prudent man would have used or exercised under the circumstances in the conduct of his own affairs. Without limitation on the foregoing any such person shall be deemed to have used and exercised such degree of care and skill if he took or omitted to take such action in reliance in good faith upon advice of counsel for the corporation, or reports or information made or furnished to the corporation by any of its officers, accountants, engineers, appraisers or other experts employed by the corporation and selected with reasonable care by the organization Steering Committee, an authorized officer, or task force of the corporation.

### 9.02 *Indemnification*

The organization shall indemnify each person who, by reason of being or having been an officer of the organization, a member of the Steering Committee, a Friends of the Bridegroom or an employee of the organization, named or otherwise, becomes or is threatened to be made a party to any proceeding described below.

The organization by action of the Steering Committee may indemnify any other person astute deemed proper by the Steering Committee, against any and all costs and expenses (including attorney's fees, judgments, fines, penalties, amounts paid in settlement, and other disbursements) actually and reasonably incurred by or imposed upon such person in connection with any action, suit, investigation or proceeding (or claim or other matter therein), whether civil, criminal, administrative or otherwise in nature, including but not limited to any proceeding involving allegations of invasion of privacy, negligent or intentional infliction of emotional distress or any similar or related allegedly tortious conduct, negligence, pastoral malpractice, breach of fiduciary duty or care or loyalty, or any suits alleging violations of civil rights including but not limited to discrimination on the basis of age, sex, race, disability or handicap or sexual orientation, with respect to which such person is named or otherwise threatened to be made a party by reason of being or any time having been, at the direction or request of the organization, a Steering Committee member, officer, Friends of the Bridegroom, administrator, manager, employee, member advisor or other agent of or fiduciary for any other corporation, partnership, trust, venture, or other entity or enterprise including any employee benefit plan.

### 9.03 *Authorization*



Each request, or case of or on behalf of any person who is or may be entitled to indemnification for reasons other than in Section 9.02 above shall be reviewed by the Steering Committee, and indemnification of such person shall be authorized by the Steering Committee only if it is determined by the Steering Committee that indemnification is proper in the specific case, and, notwithstanding anything to the contrary in these bylaws, no person shall be indemnified to the extent, if any, it is determined by the organization Steering Committee or by written opinion of legal counsel designated by the organization Steering Committee for such purpose that indemnification is contrary to applicable law.

#### *9.04 Rights Cumulative*

The provisions of this Article shall not be deemed exclusive or in limitation of, but shall be deemed cumulative of and in addition to any other limitation of liability or right of indemnity to which such director, officer, Friends of the Bridegroom, agent or employee of the corporation may be otherwise entitled.

#### *9.05 Insurance*

R<sup>2</sup>HOP may, as the Steering Committee directs, purchase and maintain such insurance on behalf of any person who is or at any time has been an officer of the organization, member of the organization's Steering Committee, Friends of the Bridegroom or other agent of or in a similar capacity with the organization, or who is or at any time has been, at the direction or request of the organization, trustee, officer, administrator, manager, employee, member, advisor or other agent of or fiduciary for any other corporation, partnership, trust, venture or other entity or enterprise including any employee benefit plan against any liability asserted against and incurred by such person.

## ARTICLE X Affiliations

#### *10.01 Right of Self Government*

This organization shall have the right to govern itself according to the standards of the New Testament scriptures. This shall include, but is not limited to, the right to establish and maintain such departments, institutions and services within the organization for its work embraced by the purposes of this corporation; to designate its own officers, to appoint ministry teams, to arrange for its own meetings, and to govern itself in accordance with the Constitution and bylaws herein and after defined; to establish and define policy by which it shall be governed and to take such other and further actions and prerogatives as may be necessary or appropriate to implement and operate its New Testament commission.

#### *10.02 New Affiliations*

We affirm the wisdom of affiliation with other organizations for support, wisdom, accountability, and cooperation. The Steering Committee shall recognize a relationship with one or more apostolic and or prophetic ministries or persons outside of R<sup>2</sup>HOP whom the Lord directs them to relate. The Steering Committee shall publicly inform R<sup>2</sup>HOP members of the identity of these persons with whom the Steering Committee established relationship.

ARTICLE XI  
Dedication of Property and earnings  
to Non-profit Activities

11.01 *Vesting or Dissolution*

Upon the dissolution of the Corporation, the Steering Committee shall, after paying or making provision for the payment of all of the liabilities of the Corporation, dispose of all of the assets of the Corporation exclusively for the purposes of the corporation, in such manner, or to such organization or organizations organized and operated exclusively for charitable, education, religious, or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law), as voted by a majority of the Steering Committee. Any such assets not so disposed of shall be disposed of by the Circuit Court in the County in which the principal office of the Corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

11.02 *Prohibition Against Sharing in Corporate Earning*

No part of the net earnings of the Corporation shall inure to the benefit of or be distributable to its members, past or current or other private persons; except that the Corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth herein. No substantial part of the activities of the Corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

Notwithstanding any other provision of these articles, the Corporation shall not carry on any other activities not permitted to be carried on (a) by a Corporation exempt from Federal income tax under Section 501(C)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law) or (h) by a Corporation, contributions to which are deductible under Section 170(C)(2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

11.03 *Investments*

The Corporation shall have the right to retain all or any part of any securities or property acquired by it in whatever manner and to invest and reinvest any funds held by it, according to the judgment of the Steering Committee under its general powers specified in these bylaws, without being restricted to the class of investments which a trustee is or may hereafter be permitted to make, or any similar restriction; provided, however, that no action shall be taken by or on behalf of the corporation if such action is a prohibited transaction, or would result in the denial of the tax exemption under 503 or 507 of the Internal Revenue code and its Regulations as they now exist or as they may hereafter be amended.

11.04 *Exempt Activities*

Notwithstanding any other provision of these bylaws, no member of R<sup>2</sup>HOP shall take any action or carry on any activity by or on behalf of the corporation not permitted to be taken or

carried on by an organization exempt under 501(C)(3) of the Internal Revenue Code and its Regulations as they now exist or as they may hereafter be amended.