

# CORNERSTONE CONFERENCE IPHC

EQUIPPING MINISTERS AND CHURCHES TO FULFILL THE GREAT COMMISSION

2023-2027

Adopted  
Conference  
Reports

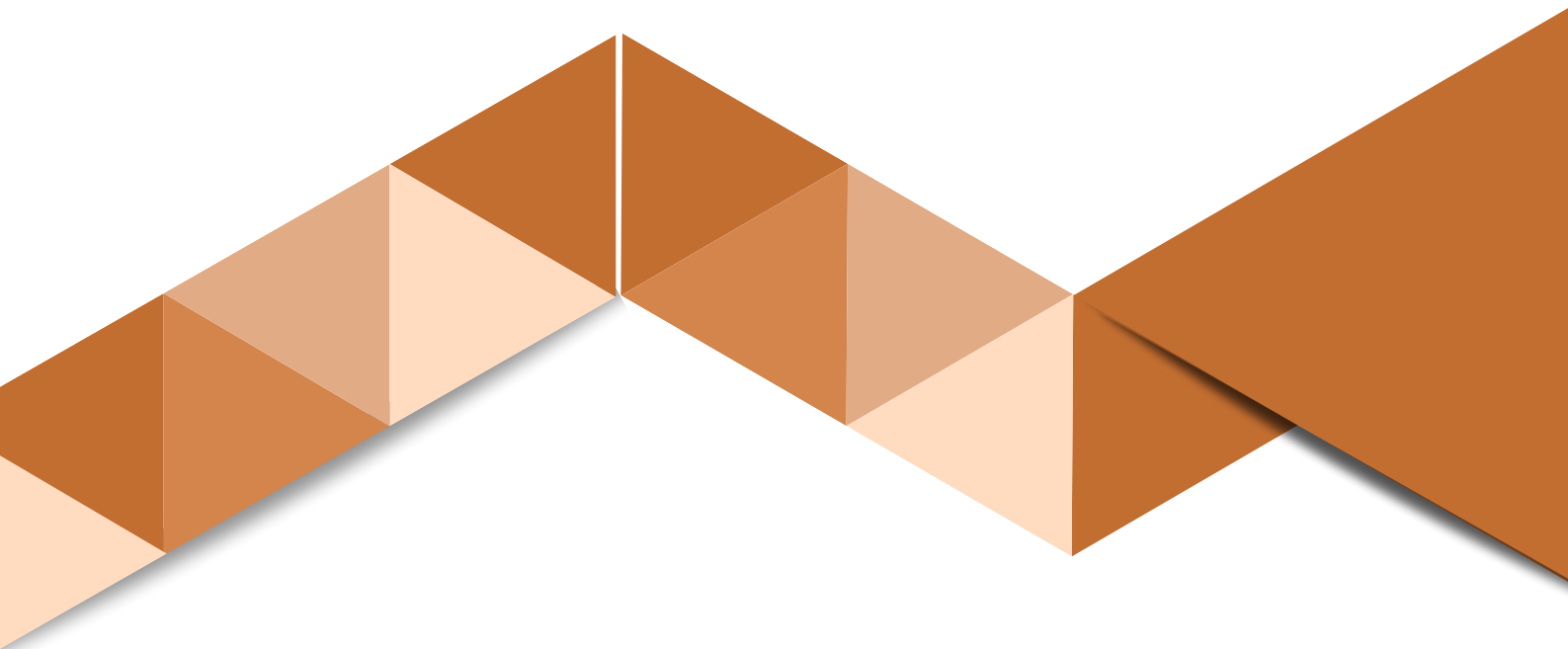


CORNERSTONE CONFERENCE IPHC  
7545 US HWY. 29 N, BROWNS SUMMIT, NC 27214



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# ELECTORAL PROCEDURES COMMITTEE REPORT





## **CORNERSTONE CONFERENCE IPHC**

### **REPORT OF THE ELECTORAL PROCEDURES COMMITTEE**

The 2018 Quadrennial Conference adopted the Bylaws Committee Report which required the appointment of an Electoral Procedures Committee to review the current process of electing members to the Conference Executive Council. The committee researched and recommended procedures for the election of the Superintendent, Assistant Superintendent and six at-large members to the Annual Conference Session on September 17, 2022. (In accordance with Conference Bylaws, the Treasurer position is nominated by the Conference Executive Council.) The following language was adopted.

#### Nominating Process

A Nominating Process Committee (NPC) should be appointed by the Conference Executive Council to facilitate the nominating process by a time determined by the Conference Executive Council prior to the Quadrennial Conference. The NPC will consist of seven (7) seats to be chaired by a member of the Executive Council. The remaining six seats will be filled by a combination of laity and clergy. It is the recommendation of the Committee that the 2022 NPC be chaired by the chair of the Electoral Procedures Committee

#### Nominating Process Timeline

##### 150 Days Prior To Quadrennial Conference

- Local churches submit names and contact information of qualified delegates to the NPC
- Conference Executive Council submits names of clergy who are in good standing to the NPC

##### 120 Days Prior To Quadrennial Conference

- NPC provides names and contact information of all eligible clergy to the Quadrennial Conference delegates for nominations
- Delegates submit one clergy nomination per office to the NPC
- Clergy may be nominated for more than one office

### 75 Days Prior To Quadrennial Conference

- All nominations for offices received from delegates
- NPC will confirm the nominees are eligible to serve and verify each nominee is willing to serve.
- NPC requests biographical information from confirmed nominees utilizing a form developed by the NPC and approved by the Conference Executive Council. Nominees will submit a recent photograph along with the form.

### 30 Days Prior To Quadrennial Conference

- NPC sends names of nominees and biographical information to all delegates, so they are prepared to vote on the day of Quadrennial Conference

### Delegate Verification

Clergy delegates will be certified by the Conference Executive Council as ministers in good standing as specified in Article II, Section B, of the IPHC Manual and Section B of the Conference By-Laws. Lay delegates will be certified by the Local Church Administrative Council per the IPHC Manual, Article II, Section B.

The number of lay delegates from each local church will be determined by the Cornerstone Conference based on its composite number per Article II, Section B, of the IPHC Manual.

Upon arrival at Quadrennial Conference each delegate will check in at registration, show proof of identification and obtain their appropriate delegate credentials and electronic voting device.

These credentials will clearly identify voting delegates and must be displayed at all times to be permitted into the bar area.

### Vote Tabulations

The election of the Conference Executive Council will be accomplished by utilization of electronic devices. The use of a specific electronic device will ensure a secure, accurate and expedited voting process. This process will be facilitated by a third-party vendor.

Signed: Darrell Cox (Chairman), David Barnett, Rusty Stalvey, Beth Thurman, Mike Wingler

# DECORUM COMMITTEE REPORT



## **Decorum Committee Report**

The Conference in session adopted the following:

### **Introduction**

Since our sovereign Lord, before time began and throughout all eternity, is a God of Order and since the Holy Scriptures admonish us as the body of Christ to, “let everything be done decently and in order,” (1 Corinthians 14:40), we as an organization and church commit ourselves to adhere to the following precepts of order for the conduct of this Quadrennial Conference of the Cornerstone Conference of the International Pentecostal Holiness Church.

### **Article 1: Rules of Order**

- A. In all cases specified or unspecified in this report, Robert’s Rules of Order, Newly Revised, 12th Edition, will govern the business procedures of this Quadrennial Conference, unless specifically contrary to the terms of the Bylaws of the Cornerstone Conference of the International Pentecostal Holiness Church, which shall in all cases, take precedence as determined by the sole discretion of the Presiding Officer of the Quadrennial Conference.
- B. These rules apply to all participants of the Quadrennial Conference.
- C. The Presiding Officer of the Quadrennial Conference shall appoint a Parliamentarian, Timekeeper, Chief Teller and Head Usher. The use of an electronic device may be used to assist the timekeeper.
- D. All delegates to the Quadrennial Conference must be courteous in language and deportment, avoiding all adverse or unkind personal references.
- E. All debatable motions must be seconded before they can be considered
- F. Badges will be checked and must be worn by the delegates of the Quadrennial Conference in all business sessions. Any member or designated guest granted seat and voice by the Presiding Officer of the Quadrennial Conference without a delegate or guest badge will:
  - 1. Be asked to leave the bar of the conference,
  - 2. Not be allowed to address the Chair and be recognized,
  - 3. Not be given ballots or electronic voting device

The Cornerstone Conference Executive Council through the Quadrennial Conference ushers shall be empowered to carry out this provision.

- G. Platform personnel may be required to make and receive cell calls during a business session for the conduct of business of the Quadrennial Conference. All other cell phone calls should be avoided on the floor of the Conference and are restricted within the bar. With regards to cell phones, and other electronic devices, members shall exhibit courtesy in all business sessions.



## **Article 2: Bar and Hours of Business**

- A.** The platform and appropriate areas as declared by the Presiding Officer shall be the bar of the Quadrennial Conference.
- B.** The hours of business shall be determined by the Presiding Officer of the Quadrennial Conference with the exception of such changes as may be made by the vote of this body.

## **Article 3: Reporting Procedures**

- A.** The Conference Bishop shall deliver his Annual Report to the Quadrennial Conference.
- B.** After adoption of the Decorum Committee Report, the next item of business, before any elections occur, shall be the reading and adoption of the section of the Conference Bylaws Committee Report that deals with the election of Conference Officials.

## **Article 4: Obtaining the Floor**

- A.** Any delegate of the Quadrennial Conference desiring to speak concerning a business matter coming before the Quadrennial Conference must move to the nearest microphone and obtain recognition and permission to speak from the Presiding Officer of the Quadrennial Conference before being allowed to address the Quadrennial Conference.
- B.** The Presiding Officer shall not withhold permission from any delegate of the Quadrennial Conference who desires to address the Quadrennial Conference on any business matter coming before the Conference when such delegate has sought in the proper manner permission to speak on the floor regarding any pertinent business matter coming before the Quadrennial Conference delegates.

## **Article 5: Approaching the Presiding Officer and the Platform**

- A.** No one may approach the Presiding Officer during debate. When contacts with the Presiding Officer must be made, they shall be made through the Secretary.
- B.** No one may approach the platform while Conference is in session, unless it is absolutely necessary.

## **Article 6: Debate**

- A.** During debate, delegates to the Quadrennial Conference shall confine their remarks to the question that is before the Conference.
- B.** So far as possible, during debate, the Presiding Officer shall alternate the speakers on both sides of the question before the Conference.

- C. No delegate may speak more than three minutes at any one time, and those who have not spoken on the pending question shall be given preference in obtaining the floor.
- D. The Presiding Officer of the Quadrennial Conference shall maintain neutrality concerning all matters of debate while presiding. Should he desire to discuss any matter presented to the Conference body, he must specify the subject matter that he wishes to address, relinquish the chair, and shall not resume the Chair until the said specific matter has been fully decided. This does not prohibit the Presiding Officer of the Quadrennial Conference from offering facts that are pertinent to the subject being discussed which may not be known to the Conference body, nor from asking or answering questions for clarification.
- E. The Presiding Officer may not entertain a motion for the previous question that would potentially terminate debate and further discussion of an issue until a minimum of four speakers have been heard from each side of the question, providing there are those who desire to speak to the question. This provision, however, shall not apply where there are no opposing or alternate views on the question before the Conference being presented by any delegate.
- F. In the event of extended debate that becomes repetitious, and when in the opinion of the Presiding Officer all pertinent information has been presented, the Presiding Officer, in consultation with the Parliamentarian, may present the question or subject under discussion to the Conference body for a vote. This may be challenged and reversed by a majority vote of the delegates.
- G. Any delegate to the Quadrennial Conference may rise to a point of Order during debate whereupon all debate shall immediately cease until such time as the Presiding Officer of the Quadrennial Conference makes a definitive ruling on the point of order.
- H. The Presiding Officer of the Quadrennial Conference may, in his sole discretion, refuse to recognize any speaker or entertain any motion deemed by the Presiding Officer to be unkind, absurd or out of order.
- I. Any delegate of the Quadrennial Conference who violates any provision of the Decorum Committee report shall be counseled by the Presiding Officer of the Quadrennial Conference to maintain decorum.

#### **Article 7: Motions and Resolutions from the Floor**

- A. All resolutions from the floor and all amendments having any substantial effect on the Bylaws must be submitted through the Bylaws Committee or must bear the signatures of at least seven (7) delegates of the 2023 Quadrennial Conference.

#### **Article 8: Nominations and Elections**

- A. As directed by the 2022 IPHC General Conference, the Conference in session, regarding term limit options, adopted a term limit of three consecutive terms in any one office for all Executive Council members. In the event a person fills the unexpired term of a Conference Executive Council member, it shall not prohibit that person from serving three full terms in that office if elected.
- B. Elections shall begin following the presentation and adoption of the section of the Conference Bylaws Committee Report that deals with the election of Conference officials.
- C. Election of members of the Executive Council of the Cornerstone Conference shall begin with the election of the Conference Superintendent and proceed to other elected offices as determined by the Conference Bylaws Report.

- D. Discussion of the merits and deficiencies of candidates shall not be allowed from the floor during debate or during the course of elections of individuals for a specific office.
- E. Nominees who are being considered for election to a specific office may not be subjected to questions and inquiry by the membership as a whole during the course of an election.
- F. All nominations will have been made according to the electoral procedures committee report adopted during the 2022 annual conference session.
  - 1. Elections shall utilize electronic devices
  - 2. Any office with only one nomination will result in an automatic election by acclamation.
  - 3. All nominees shall stand for identification
  - 4. This procedure should be followed for all elections
- G. The Presiding Officer of the Quadrennial Conference shall not allow campaign speeches during the course of debate or during the course of an election.
- H. When only one office is being voted upon, on any electoral ballot for such office, only such individual as may receive a simple majority of the votes cast, shall be declared elected.

**Article 9: Voting for Conference Superintendent, Assistant Conference Superintendent, and Conference Treasurer**

- A. *When only one office is being voted on and there is not an election on the first ballot and there are five (5) or more nominees on the ballot for such election, only the five (5) individuals receiving the most votes shall be eligible to proceed to the second round of voting for such office. After the second round of voting and each round thereafter, the candidate receiving the lowest amount of ballots shall be dropped from the next round of voting, until the election is concluded by the successful candidate receiving a simple majority of the votes cast.*
- B. *When only one office is being voted on and there is not an election on the first ballot and there are less than five (5) nominees for such election, during the second round of voting and each round thereafter, the candidate receiving the lowest amount of ballots shall be dropped from the next round of voting, until the election is concluded by the successful candidate receiving a simple majority of the votes cast.*

**Article 10: Voting for Conference Executive Council at Large Members**

- A. When there is only one office being voted on and there is not an election on the first ballot, during the second round of voting the candidate (s) receiving less than five (5%) of the total votes cast shall be dropped. Each round thereafter, the percentage will increase by five percent (5%) of total votes casts until 5 or less nominees are achieved. In succeeding rounds, the nominee with the lowest number of votes will be dropped until an election by simple majority is achieved.

## **Article 11: Voting**

- A. Absentee or proxy voting shall not be permitted.
- B. When there is reasonable doubt concerning the outcome of a voice vote, the Presiding Officer of the Quadrennial Conference or any delegate of the conference may call for a division of the house.
- C. Voting on motions, resolutions, and acceptance of reports shall be by voice/electronic voting device vote, with the outcome of a voice vote determined by the sole discretion of the Presiding Officer of the Quadrennial Conference unless a division of the house is called for whereupon, the Presiding Officer will call for an electronic vote at his discretion.
- D. All voting results on motions and resolutions shall be determined by a majority vote of the actual votes cast during a vote.
- E. After a split vote is announced by the Presiding Officer it cannot be thereafter made unanimous by a subsequent vote.
- F. After a committee report is adopted by the Conference the introductory clause, "We your committee recommend ..." shall be changed to, "The Conference adopts .."

Respectfully submitted,

Tim Nelson, Chairman: Members: Pearlie Coleman, Donovan Furstenberg, Jerry Goodman, Joshua Huie, and Tim Wolfe.

# BYLAWS COMMITTEE REPORT



## **Bylaws Committee Report**

The Conference adopted the following:

### **Introduction:**

The terms of the IPHC Manual are hereby incorporated by reference into this report and to the extent that the terms of this report may hereafter be deemed to be in conflict with or inconsistent with the terms of the IPHC Manual, the IPHC Manual shall have precedence. The IPHC Manual provides organizational and administrative directives by which the IPHC operates on the General, Conference and Local Levels. The purpose of the Bylaws of the Cornerstone Conference is to provide additional directives to govern the unique areas of vision and ministry, which are specific to the churches, and leadership of the Cornerstone Conference.

### **Article 1: Organizational Structure – Conference**

#### **A. Our Name**

1. The corporate name of the organization is Cornerstone Conference IPHC.
2. When the corporate name is not required, the organization may be referred to as Cornerstone Conference or Conference.

#### **B. Our Vision**

Cornerstone Conference, as a body of the IPHC, exists to empower and equip ministers and churches to fulfill the Great Commission.

#### **C. Our Ministry Core Values**

1. **Global Evangelism:** We believe we are called to live out the Great Commission by equipping ministers and congregations to evangelize our communities and to generously support missions around the world.
2. **Disciple Making:** We believe disciple making is a clear mandate from Christ. Fulfilling this mandate requires a strong biblical focus on evangelism and training that will produce and promote growth and health in and among our churches.
3. **Community:** We believe we are better together than alone. Called to fulfill God's purpose on earth, we connect ministers and churches to one another in healthy relationships of interdependence, accountability, synergy, and care.
4. **Servant Leadership Focused:** We believe that identifying and equipping Christ-honoring, gospel-centered leaders is critical for local and conference ministry and will ultimately be characterized by a loving and willing heart of obedience.
5. **Local Church Focused:** We believe we exist to serve, strengthen and multiply congregations. Local churches are the primary and intentional points of evangelism and discipleship. Therefore, we commit ourselves to help congregations grow, multiply, be healthy and authentically reflect God's plan.

6. Clergy and Family Focused: We believe in the clergy and their families. Considering the Biblical foundation where healthy ministries begin; it is our purpose to strengthen the clergy and their families in order that they continue a healthy relationship with the Lord, one another and with the ones they serve.
7. Training and Resources: We believe we are called to do everything with excellence! Our passion is to add value to ministers and churches through innovative ministry, resources, training and mentoring opportunities.

#### D. Administration Councils and Committees

1. The chief Administrative Council of Cornerstone Conference shall be the Conference Executive Council. For the remainder of this document it will be referred to as Executive Council.
  - a. The Executive Council shall consist of a minimum of nine members to be elected at the Quadrennial Conference.
    - i. Conference Superintendent (Bishop)
    - ii. Assistant Superintendent
    - iii. Treasurer (No more than two nominations offered by the Executive Council to be elected or ratified by the Conference.)
    - iv. A minimum of six members at large
    - v. The Conference Executive Council shall appoint a Conference Secretary from the body of the Executive Council Members.
  - b. Each member of the Executive Council is eligible for reelection subject to the terms specified in the IPHC Manual.
  - c. In the event of a vacancy on the Executive Council, other than office of Conference Superintendent, the Executive Council shall appoint someone to fill the vacant office if the vacancy occurs more than ninety days prior to the next Annual Conference. Such an appointment, if made, shall be effective through the next Annual Conference, at which time, the vacancy shall be filled by the Conference in session. Consideration shall be given to the person who received the highest vote in the previous election for Executive Council.
  - d. We recommend a Nominating Process Review Committee be established to review our current Nominating Process. This committee shall consist of five members: a member of the Executive Council, who will chair the committee, two ordained ministers and two laypersons. The committee members will be selected by the Executive Council. This committee shall review the current process and report their conclusions and recommendations to the Conference in session, 2025. The chairman will call the committee into session one (1) year prior to the 2025 Annual Conference Session. The committee shall complete their work ninety (90) days prior to the 2025 Annual Conference Session.
2. Additional Councils and Committees
  - a. The Executive Council shall appoint all Ministry Directors and Council/Committee members that may be deemed necessary for a term of two years. Persons serving

may be appointed for additional terms. The following is a list of presently operating and developing ministry councils, committees, and directors:

- Evangelism Ministries
    - World Missions Ministries
    - Cornerstone Carpenters
    - Mission: M25
  - Discipleship Ministries
    - Boys' Ministries / Royal Rangers
    - DRUSA (Disaster Relief)
    - Girls' Ministries
    - Men's Ministries
    - Royal Home Ministries
    - Women's Ministries
  - Hispanic Ministries
    - INCaM
  - Archives
  - Biblical Ministries Institute
  - Ministerial Credentialing
  - Finance
  - Ministerial Continuing Education
  - Ministers' Wives Fellowship
  - Pastoral Care and Counseling
  - World Intercessory Network
  - Conference Ministries Cabinet
  - Regional Pastors
  - District Pastors
- b. The Executive Council shall give priority to creating new ministry councils and committees to include the following areas: Worship Ministry, Small Groups Ministry, Connections Ministry, Children's Ministry and Student Ministry.
- c. Any member, in good standing, of Cornerstone Conference, as defined by the IPHC manual, may contact the Executive Council to indicate an interest in serving on the Quadrennial Conference committees, a conference council or committee or as a Ministry Director.
- d. The Executive Council shall supply a job description for each Conference Ministry Director. The Conference Executive Council shall review all job descriptions annually.
- e. The Executive Council shall appoint a Bylaws Committee at least one year prior to the next Quadrennial Conference. This Committee shall consist of 15 members, to include representation by ministerial and lay members. Any major changes shall be discussed with the Superintendent prior to their inclusion in a committee report.
- f. Each newly appointed Conference Ministries Council shall select a Secretary at their first meeting.



- g. The Executive Council shall implement the following procedure for directing and tracking progress in each Ministry Council and Committee of the Cornerstone Conference:
  - i. In consideration of the Cornerstone Conference vision and core values, each Conference Ministry Council and Committee shall develop specific and measurable goals for the quadrennial term.
  - ii. Each Conference Ministry Council and Committee shall develop an annual strategic plan for the implementation and accomplishment of these goals and objectives.
  - iii. Each Conference Ministry Director shall report the ministry objectives and strategic plans to the Executive Council on an annual basis in order to measure progress and ensure accountability.
  - iv. Each Conference Ministry Director shall report the success or failure of ministry goals with a learning posture to facilitate improvement.
  - v. The Conference Superintendent shall highlight successes achieved in each Ministry Council and Committee during the annual address to the Cornerstone Conference.
- h. The Executive Council and all Ministry Councils and Committees exist to serve God by serving the local church. The Councils and Committees are to give priority to providing Godly servant leadership in order to empower pastors and churches to achieve success in ministry. Together, we make the greatest impact in our world for Christ.

## **Article 2: Credentialed Ministers**

### **A. Requirements for Ministerial Credentials:**

1. Individuals applying for Ministerial Credentials in the Cornerstone Conference shall agree to meet all criteria as outlined in the IPHC Manual (Article IV under Clergy) and requirements as set forth by the Conference Executive Council including (but not limited to) the following:
  - a. Recipients shall be in full harmony with the Doctrine (Articles of Faith), Ordinances, Covenant of Commitment, Organizational Structure and Financial Guidelines of the IPHC.
  - b. Ministerial candidates shall complete all required paperwork and academic requirements as prescribed by the Ministerial Credentialing Committee before being recommended to the Cornerstone Conference for credentials.
2. The Executive Council shall assist each applicant in choosing a mentor from a list of approved Ministers for the purpose of providing guidance and encouragement throughout the credentialing process.
  - a. We encourage the applicant to continue the mentoring relationship after being credentialed. There is great value in having a resource in the person of a mentor.

Education, guidance, counseling and prayer support are vital to this ongoing relationship.

- b. We encourage active and retired ministers to take on the role of mentoring. The wisdom and experience of a mentor is a priceless asset for a newly credentialed minister. The Executive Council shall establish the guidelines and requirements for the mentoring program.

#### B. Requirements for Retaining Ministerial Credentials:

1. Credentialed Ministers in Good Standing shall meet all criteria as outlined in the IPHC Manual (Article IV under Clergy) and requirements set forth by the Conference Executive Council, including (but not limited to) the following:
  - a. Credentialed Ministers shall be in full harmony with the Doctrine (Articles of Faith), Ordinances, Covenant of Commitment, Organizational Structure and Financial Guidelines of the IPHC.
  - b. Credentialed Ministers shall assist in guiding member churches to be in full harmony with the Doctrine (Articles of Faith), Ordinances, Covenant of Commitment, Organizational Structure and Financial Guidelines of the IPHC.
  - c. Credentialed Ministers (excluding retired ministers) shall satisfy annually the requirements (24 reported Continuing Education Units per year) of the Conference Ministerial Continuing Education Program.
  - d. Recipients of the Conference Minister's License or Certificate of Ordination shall report monthly and pay full tithes (10 percent of all ministerial and secular income) to the Cornerstone Conference.
  - e. Recipients of the Conference Minister's License or Certificate of Ordination shall attend the annual Conference Session and Conference sponsored activities.
2. A Minister in Good Standing
  - a. The verification of Good Standing for all credentialed ministers in the Cornerstone Conference shall be the duty and responsibility of the Conference Superintendent and the Executive Council.
  - b. If a credentialed minister fails to meet the requirements for verification in Good Standing, it will be the duty and responsibility of the Conference Superintendent and the Executive Council to correct such individuals with measures extending to and including the forfeiture of ministerial credentials and positions.

#### C. Miscellaneous Requirements for Credentialed Ministers

1. No individuals holding the Conference Minister's License or Certificate of Ordination shall interfere in the vision and/or business of a local church in which they do not pastor. Those who sow discord among the brethren will be held accountable to scriptural guidelines against such ungodly behavior. The Senior/Lead pastor shall report nonobservance of this bylaw to the Conference Superintendent for a resolution to the matter. Repeat offenders may be subject to suspension or revocation of their credentials by the Conference.

Credentialed ministers are nominal members of a local church and have voice but no vote in that church only.

2. No Senior/Lead Pastor of a local church shall allow business decisions of the local church incurring expenses of \$200,000 or more to take place without prior majority approval of the Executive Council.
3. No Senior/ Lead Pastor or local church shall have the authority to sell or rent local church property without the majority approval of the Executive Council. This does not include the rental of church property for temporary uses such as weddings, funerals, special events, etc.
4. Credentialed ministers shall not become involved in the handling of the money of the local church except in limited capacities when required and accounted for. In all cases the Superintendent shall be notified.

### **Article 3: Organizational Structure - Local Church**

- A. The local church exists to nurture and mature Christian believers while being focused on reaching unbelievers in the local community and beyond with the Gospel of Jesus Christ.
- B. The local church shall be missions-minded with a desire to take the Gospel to the nations through the World Missions Ministry of the IPHC.
- C. The local church shall be faithful to support and participate in the various ministries and financial support programs of the IPHC on both Conference and General levels.
- D. If a local church fails to comply with the financial guidelines of the Conference Bylaws, the following steps shall be taken:
  1. The Conference Superintendent or Assistant Superintendent shall contact the church pastor to determine the reason for the failure and to bring the church into compliance.
  2. If the church remains out of compliance, the Superintendent shall arrange a meeting with the church Administrative Council to bring the church into compliance.
- E. The local church is encouraged to become focused on the participation and development of leaders from next generation believers within the congregation. We believe this to be essential to the spiritual health and survival of the local church.
- F. The local church shall establish a Church Administrative Council consisting of:
  1. Senior/Lead Pastor, Chairman
  2. Secretary and/or Treasurer
  3. A minimum of two additional Administrative Council members
  4. Each newly elected Administrative Council member is required to take the Biblical Ministries Institute course on the Articles of Faith and Government. The newly elected council member shall complete the course with the next scheduled offering of the course by the BMI or through independent study.
  5. In the event that the local Church Administrative Council is unable to reach this minimum standard, the Pastor shall consult with the Conference Superintendent for instructions.

- G. The local church shall furnish the Pastor with adequate living quarters or an adequate housing allowance.
- H. The local church shall provide for the cost of all utilities associated with the Pastor's living quarters if housing is provided.
- I. The local Church Administrative Council shall review the Pastor's salary at least annually and make adjustments accordingly. This matter shall be presented by the secretary/treasurer to the Administrative Council no later than December of each year.
- J. The local church is encouraged to provide the Pastor the opportunity and funds to attend the annual Ministers' Retreats and training sessions each year as promoted and presented by the Cornerstone Conference.
- K. The Senior/Lead Pastor is responsible for securing speakers for special events in the local church such as revivals, seminars, etc.
- L. All local church property deeds shall be executed according to the IPHC Manual.
- M. All local churches shall send a copy of all church property deeds to the conference office and make all building plans available upon request to the Conference Superintendent or the Executive Council.
- N. Local churches who desire to change the name of their church must first contact the Conference Superintendent for approval and to clarify legal guidelines concerning the change of name.
- O. In the event any local church seeks affiliation, membership or a merger with another local church in the Cornerstone Conference, the official leadership of churches involved shall be required to attend a meeting chaired by the Conference Superintendent or Assistant Superintendent with at least one Executive Council Member.
- P. Local church members who do not tithe into the local church shall not hold any official position in the local church.
- Q. Local churches are expected to send delegates to Conference and General Conference and, when possible, to provide for their expenses.
- R. In the event of a pastoral vacancy, the Conference Superintendent or his appointee shall meet with the local Church Administrative Council to develop a transitional plan in keeping with the IPHC Manual.
- S. In the event of a pastoral preference vote, the Superintendent or his appointee shall oversee the voting process.
- T. The local church shall be responsible for all relocation expenses of the incoming Pastor.
- U. In the event of a pastoral change due to a preference vote, the local church shall allow a minimum of 30 days to vacate the parsonage and provide full salary and benefits during that time. If the pastor receives a housing allowance, such allowance will continue for 30 days along with full salary and benefits.

- V. No guest speaker shall fill the pulpit of the local church during a time of pastoral transition without the approval of the Conference Superintendent.
- W. If after six months the local church has not selected a Pastor, the Executive Council may appoint a Pastor as set forth in the IPHC Manual.
- X. Individuals not credentialed with the IPHC shall not be interviewed or considered as a pastoral candidate for the local church unless first approved by the Conference Superintendent and the Executive Council. Such approval must be given only after arrangements have been finalized for transfer of credentials from another conference, church or denomination. Additionally, all requirements for credentialing as stipulated by the Ministerial Credentialing Committee must be satisfied.

#### **Article 4: Financial Guidelines**

- A. The Cornerstone Conference is committed to the principle of biblical stewardship. We affirm that all resources belong to God and are entrusted to His people for the expansion of His kingdom.
- B. The Cornerstone Conference, all ministers, churches and local church members are to adhere strictly to the requirements of the IPHC Manual in the matter of tithing and all other financial guidelines.
- C. Licensed and Ordained Ministers (except salaried missionaries who tithe to World Missions Ministries) shall tithe 10% monthly to the Conference on all income from both ministerial and secular sources. Income for these purposes includes, but is not limited to, salary, housing allowance, utilities paid by a church and honorariums. These funds are to be forwarded to the Conference office by the 15th of each month. Ministers are encouraged to utilize the on-line giving option provided on the Conference website.
- D. In addition to the tithes, ministers are expected to support additional essential ministries through voluntary giving.
- E. The Conference shall have a standing Finance Committee.
  - 1. The committee shall consist of the Conference Treasurer and a minimum of five additional members appointed by the Executive Council. Appointed members shall be laypersons and ministers with financial and business expertise.
  - 2. No member of a Conference level council is eligible to serve on the committee except the Conference Treasurer, who shall serve as chairman.
  - 3. Appointments shall be for a two-year term. Persons serving may be reappointed for additional terms.
- F. The Executive Council shall:
  - 1. Consider the Conference budget recommended by the Finance Committee.
  - 2. Adopt an annual Conference budget for the coming year no later than December 10th.
  - 3. Allow the committee opportunity to have input into any decisions, which may substantially alter the financial standing of the Conference.

4. Reimburse expenses incurred while on business for the Conference at the IRS rate for mileage and depreciation. All other travel expenses shall be reimbursed on a cost basis. All requests for reimbursement must be accompanied by supporting receipts or documentation and submitted on the proper forms to the Conference Office.
- G. Full time Conference officials shall be given paid vacation on the following basis:
    - 1-5 years active ministry - two weeks
    - 6-15 years active ministry - three weeks
    - 16-25 years active ministry - four weeks
    - 26 years and up active ministry - five weeks
  - H. The Executive Council may provide a sabbatical leave for the Conference Superintendent in the event the circumstances warrant it.
  - I. Local member churches shall send a church tithe (10 percent) monthly to the Conference on their regular tithes and non-designated offerings.
  - J. Each local church shall financially support General Conference Ministries under guidelines set forth by those ministries.
  - K. The tithe and all other funds due from the local church shall be sent to the Conference Office by the 15th of each month. Local churches are encouraged to utilize the electronic reporting system. Printed forms furnished by the Conference Office may be utilized when necessary.
  - L. Each local church Administrative Council is strongly encouraged to adopt an annual budget and adopt an annual financial report to be shared with the local church.
  - M. Each local church shall adopt procedures to protect church funds from unauthorized use and to protect those handling such funds from false accusations relative to the same, in accordance with the requirements of the IPHC Manual.
  - N. The Local Church Administrative Council shall receive a financial report at each of its regularly scheduled meetings. The report shall include:
    1. All receipts of income
    2. All expenditures
    3. All banking and investment accounts
  - O. Local churches with an annual income of less than \$500,000 shall send year-end financial reports, including a balance sheet and statement of income and expenses, to the Conference Superintendent and the Executive Council on an annual basis. These reports should be approved by motion of the Local Church Administrative Council, signed by both the Senior Pastor and Local Church Treasurer, then submitted to the Conference office by January 31st of the following year.
  - P. Local churches with an annual income of \$500,000 - \$2,000,000 shall have at least an annual review of the financial statements by an independent Certified Public Accountant. The results of the financial review shall be forwarded to the Conference Superintendent and the Executive Council. This report should be approved by motion of the Local Church Administrative Council and signed by the Senior Pastor and the Local Church Treasurer.

- Q. Local churches with an annual income of more than \$2,000,000 shall have an annual audit of the financial statements by an independent Certified Public Accountant. The results of the audit will be forwarded to the Conference Superintendent and the Conference Executive Council. This report should be approved by motion of the Local Church Administrative Council and signed by both the Senior Pastor and the Local Church Treasurer.
- R. In addition to the Church Tithes, Member Churches are encouraged to support additional essential ministry through voluntary designated giving.
- S. The minimum total annual compensation for which a church can require its Senior/Lead Pastor to be considered full-time is \$80,000. This compensation includes:
1. Salary
  2. Parsonage or preferably a Housing Allowance
  3. Utilities
  4. Health Insurance Premium
  5. Additional Salary given to help offset Social Security payments
  6. Retirement payments
  7. Any other payments agreed upon by the Pastor and Church Administrative Council
- T. When providing for the financial needs of full-time Conference Evangelists, it is recommended that the local church consider the minimum standard of compensation for full-time Pastors.
- U. The local Church Administrative Council shall set Pastor's compensation with at least a cost of living adjustment annually. This matter shall be presented by the church Treasurer no later than the December local church Administrative Council meeting.
- V. By January 15th of each year the church treasurer shall send to the Conference Superintendent a completed statement of pastoral compensation on the form provided by the Superintendent.
- W. The Conference Superintendent shall review the pastoral compensation of each church and have the information compiled.
1. The information shall be treated in a confidential manner.
  2. The compiled information shall be made available to pastors and churches in a format that protects the confidentiality of both pastors and churches.
- X. Mileage reimbursements for travel on church business should be based on the standard IRS rate.
- Y. When a pastoral change occurs, the local church shall be responsible for the moving and relocation expense of the incoming Pastor. In addition, the local church shall present the incoming Pastor a minimum of \$1,000 for all incidental costs involved in such a move. Additional compensation should be considered for a minister moving from another state. The Conference Superintendent is to inform the local Church Administrative Council of this requirement.
- Z. The Local Church Administrative Council is encouraged to realize the unique nature of ministry and the benefits and blessings of providing sufficient times of rest for their ministers.

The Administrative Council is encouraged to consider the benefits of sabbaticals in the event the circumstances warrant it.

AA. Senior/Lead Pastors shall be given paid vacation on the following basis:

Years of Active Ministry*	Weeks of Paid Vacation
1-5 years	2 weeks
6-15 years	3 weeks
16-25 years	4 weeks
26 and up	5 weeks

\* This provision shall be based on total years of active ministry accrued in the IPHC.

### **Article 5: Conference Resources and Publications**

- A. The Executive Council shall continue to develop and implement the Interim Pastoral Ministry. A job description and training shall be provided to the Interim Pastoral Ministry participants. When feasible, an Interim Pastor shall be assigned to a church when in process of a pastoral change. The assignment of an Interim Pastor shall not exceed a term of one year. The Executive Council shall review the Interim Pastoral assignment once per quarter while actively working with the local church leadership in seeking to assign a permanent pastor. The Executive Council will prioritize the assignment of an available minister who is a member of the Cornerstone Conference and desires a pastoral assignment.
- B. The Conference shall publish a Resource Directory. The Directory shall be produced annually with content being determined by the Executive Council and the Conference ministry leaders.
- C. The Conference shall continue to publish The Cornerstone Connection.
- D. The Conference shall continue to maintain and develop the Conference website. Members of the Conference and local churches are especially encouraged to benefit from the wealth of information contained there.
- E. The Biblical Ministries Institute shall continue to make classes available to ministers and laity in the Cornerstone Conference to audit.
- F. We encourage all ministers and local churches to utilize Cornerstone Conference Ministries for resources and training opportunities in local church ministry development.

Respectfully submitted,

Mark Richardson, Chairman

Members: Rick Haug, Greg Long, Stephen Jones, Mike Ainsworth, Jr., Eddie Lambert, Brad Davis, David Richardson, Jr., Kristen Sanders, Doug Herrin, Greg Dixon, Betsy Abbott, Jammie Redd, Gerald Kelly, Myron Bruce.



# FINANCE COMMITTEE REPORT



## **REPORT TO THE CORNERSTONE QUADRENNIAL CONFERENCE DARRELL COX, TREASURER**

It continues to be a great honor and joy to serve as Treasurer of the Cornerstone Conference. To work alongside Bishop Mike Ainsworth, Assistant Superintendent Anthony Craver, members of the Conference Executive Council, and other dedicated Conference leaders and staff who are committed to the work of the Kingdom of our Lord is a very real blessing to me.

Our God, continues to bless Cornerstone abundantly, and I am pleased to report that the financial condition of the Conference is strong. Our total income in 2022 was \$2,017,361 and expenses were \$1,721,401, resulting in a net operating income of \$295,960. The Conference portion of the total tithe received from churches and ministers was \$1,625,630, an increase of \$87,901 over the previous year. Through the first quarter of 2023, total income was \$481,763 and expenses were \$409,240, giving us a net operating income of \$72,523 for the period. Our portion of church and ministers tithe received for the first quarter of 2023 was \$409,456, a \$31,859 increase over the same period in 2022.

Cornerstone's operating cash position is healthy and we have sufficient reserve funds on deposit to meet unexpected needs that may arise. All other Conference funds are invested conservatively and are realizing steady earnings. The Conference has no outstanding debt.

On behalf of the Conference leadership team, I want to express sincere gratitude to Cornerstone local churches, ministers, and local church members who are so faithful to tithe into the work of this ministry. My fervent prayer is that God will continue to bless them richly as they serve and give obediently and sacrificially.

I cannot express enough appreciation for our Conference Bookkeeper, Betsy Abbott. Betsy's accounting expertise, her dedicated work ethic, and her love for the Conference is evident to all of us who work with her. I am also grateful to serve alongside our Conference Finance Committee; David Barnett, Darrell Gaines, Bobby Jackson, Jean Lambert, Tim Nelson, and Barry Wilkie. The Committee meets regularly throughout the year to review Conference financial operating results, investments, cash positions, and the overall financial position of the Conference. Each December the Committee recommends to the Conference Executive Council the annual budget for the following year, and each month the Committee reviews actual results to budget. The Finance Committee also makes recommendations to the Conference Executive Council on various projects and financial questions that arise from time to time.

I am entering my 27th year as lead pastor at Trinity Worship Center in Burlington, and I am thankful that the Trinity staff, Council, and church family are supportive of my role in the Conference. My wife Debbie and I are enjoying our 37th year of marriage, and I am more than grateful for her strong support. She has made many sacrifices along the way, she loves the Lord, and she serves actively at Trinity. She believes in our calling, she loves the local church, and I am blessed to have her by my side.



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