

**Kentucky-Tennessee Conference
of
Seventh-day Adventists**

STRATEGIC PLAN

POLICIES, GUIDELINES & APPLICATIONS

For

Establishing

◆ COMPANIES

Office of Secretariat
Revised: August 11, 2015

Company

When a Mission Group grows, as evidenced by the qualifications listed in the “Organizing of Companies - Guidelines,” it may submit an application for approval to be organized as a Company on an interim basis. A Company must be organized for a least two years before it may apply to become a Church. The organizational goal of a Company is to within a reasonable amount of time, become a Church.

ORGANIZING OF COMPANIES - GUIDELINES

When a Mission Group grows to the point where it anticipates joining the sisterhood of churches in the conference it is eligible to become a Company on an interim basis.

- 1 **Authorization.** Only the Conference Executive Committee may grant a Mission Group authorization to organize as a Company. Authorization to organize a Company will be granted only if it is recommended by the board of a sponsoring Church, recommended by the Administrative Committee, and voted by the Conference Executive Committee. (On occasion, the conference itself will be the sponsoring organization as it seeks to start new churches according to its master plan for growth in the conference).
- 2 **Application.** An application form, available through the office of the Conference Executive Secretary, must be completed by the board of the sponsoring Church after appropriate consultation with the Conference Ministerial Director. Upon review, the application must then be approved by the Ministerial Director and the Executive Secretary. ADCOM will review the application and make a recommendation to the Executive Committee regarding the proposed Company.
- 3 **Conference Directory.** Authorized Companies will be listed in the Conference Directory.
- 4 **Pastoral Assistance.** The assignment of pastoral coverage for a Company is the responsibility of the Conference. The Conference assigns pastors with appropriate regard to the conference budget as well as other factors which determine district pastoral alignment. The assigned pastor will normally be present for the Sabbath Worship Service one Sabbath per month.
- 5 **Leadership.** The Company members, which may include the District Pastor, in consultation with the board of the sponsoring Church, shall appoint a Group Leader, a Membership Clerk, and a Treasurer for the purposes of receipting and returning tithes and offerings and enacting those decisions not specifically reserved to the Conference Executive Committee. The Company Leader and leadership shall promote and foster all conference and church programs/activities that are usually carried forward by regular churches, thus preparing the members for the wider responsibilities that are associated with full Church organization.
- 6 **Membership.** The congregation seeking authorization to organize into a Company must have at least 20 baptized attending Seventh-day Adventist members. The names and addresses of the membership must be submitted at the same time as the application for company status. The members of a Company hold temporary membership in the Conference Church.
- 7 **Tithes and Offerings.** All tithes and conference offerings from the Company are to be receipted by the Company Treasurer and sent to the Conference on a monthly basis through the appropriate and designated channels. The Company

Treasurer shall keep records of all funds received and disbursed. The Company Treasurer will be issued accounting software from the Kentucky-Tennessee Conference. All bank accounts will be identified with the "Seventh-day Adventist" name included on checks. The Conference Treasurer and/or Associate Treasurer shall be listed as signatories on all accounts. Regular audits will be performed by the conference Auditing Department as per policy.

- 8 **Financial Responsibility.** Before authorization to organize into a Company is granted, the Mission Group must demonstrate the ability to function on a sound financial basis as proven by its tithe record and its ability to pay bills and financial obligations in a consistently timely manner. Prior to application for organization into a Company, a Mission Group must demonstrate a return of total receipted tithe for the 12 month period immediately preceding Company organization application, of at least \$20,000.
- 9 **Plan for Church Facility.** While recognizing that the congregational size and the financial limitations of a Mission Group impose significant challenges, for a Company a plan for the purchase of property or the purchase of a building to provide a permanent place of worship and ministry is extremely important. The long-term use of the sponsoring Church's facility, or temporary facilities, without a defined future plan to permanently house the congregation, is not encouraged.
- 10 **Time Frame.** A Mission Group must be organized for a least one year before it may apply to become a Company. A Company must be organized for a least two years before it may apply to become a Church. It is expected that a Company will continue to grow and progress with the goal of becoming an organized Church in the conference. Should progress toward Church organizational status not be achieved over a reasonable amount of time, despite the support and efforts of the Company members, the sponsoring Church, and the Conference, then consideration for disbanding or revocation of Company status is a possibility.

**Kentucky-Tennessee Conference Application
to establish a
COMPANY**

Today's Date: _____

1. Name of proposed Company (we recommend using your geographic location as part of your name and "Seventh-day Adventist" be included):

2. Where located _____
(Provide map with instructions)

3. Miles from the home church _____

4. Miles from the nearest SDA Church _____

5. Name of home church and the date Church Board voted to recommend the formation of this group into a Company:

(Enclose copy of the voted actions)

6. Have you read the "Policy for the Organizing of a Company" in the Kentucky-Tennessee Conference, and have all points been met, including consultation with the Conference Ministerial department?

Yes ____ No ____

7. Give reasons for wanting to establish this Company in this specific area.

8. State your evangelistic/outreach plans and potential (including demographics)

9. State the number of baptized members who are presently committed to supporting and attending the Company. _____ (Minimum of 20)
10. What is your total annual receipted tithe for the past twelve (12) month period?
_____. (Minimum of \$20,000)
11. Provide a list with the names and addresses of your officers.
- Mission Group Leader: _____
Address: _____
- Membership Clerk _____
Address _____
- Treasurer _____
Address _____
13. When a Company is to be organized, a membership list with addresses, birth dates, and home churches must be submitted to the Conference Secretary at the same time as this application. These members will be transferred to the Conference Church by Executive Committee action.

Signature of Sponsoring Church Board Chairperson

Date Signed

Signature of Sponsoring Church Pastor

Date Signed

Signature of Mission Group Leader

Date Signed

Signature of Conference Ministerial Director

Date Signed

RETURN THIS APPLICATION WITH ACCOMPANYING LIST OF MEMBERS TO THE CONFERENCE EXECUTIVE SECRETARY

FOR OFFICE USE ONLY

Executive Committee Action _____

Date of Executive Committee Action _____

Conference Executive Secretary _____