

## **Bylaws**

A Maryland Nonprofit Corporation

### **ARTICLE I) NAME AND LOCATION**

Section 1) The name of the Corporation shall be “The Hand of Hur, Inc.”

Section 2) The “Corporation” maintains its principal office at 293 Bray Hill Lane, Oakland, Garrett County, Maryland.

Section 3) The Directors of the Corporation shall have full authority to change the principal office from one location to another. Any change of this location shall be recorded by the Secretary on these bylaws, along with the date of the address change.

Section 4) The use of other locations to conduct the Corporations business is permitted as designated by the board of Directors

### **ARTICLE II) PURPOSES**

Section 1) “The Hand of Hur, Inc.” is organized exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501©(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

Section 2) The Corporation is organized more specifically to further the gospel of Jesus Christ throughout the world, by fulfilling our purpose here on this earth and the commandments that God has given us. This will be done by;

A) Sharing the good news of Jesus Christ to as many people as possible throughout the world through evangelism and missions.

B) Educating all Christians, helping them to develop toward a full Christian maturity, and teaching and encouraging the importance of worship and fellowship.

C) Training up believers throughout the world for an effective ministry, helping each one discover the gifts and talents that God has given them.

D) Being a large influence in the spiritual, social, moral, physical, intellectual, cultural and economic development of each person, community, city, state, and country that we work in.

E) Developing projects and ministries throughout the world. These projects and ministries may include, but are not limited to; Christian churches, schools, universities,

seminaries, rehabilitation centers, orphanages, support centers, communications, and many others, based on the needs that arise year after year throughout the world.

F) Serving unselfishly, in Jesus' name, meeting the physical, emotional, and spiritual needs of those we work with throughout the world.

### ARTICLE III) ESSENTIAL BELIEFS

Section 1) There is only one God. God is a trinity, made of the father, son and the Holy Spirit. There are no other Gods before or after God. God is holy, he knows all things, is all-powerful, is everywhere, and is sovereign. God created all that exists. God has always been God.

Section 2) Jesus is God. He became a man. He has 2 natures: divine and human. Jesus came to earth as a man, lived a sinless life, and he died on the cross as the perfect sacrifice. His sacrifice was a substitution for us. He rose from the dead in his physical body to show his power over death and sin. He then returned to heaven and will one day return visibly to earth. Jesus is the only way to God the father.

Section 3) The Bible is God's word to us, and is inspired by God. It is the supreme source of truth for Christian living.

Section 4) Man was created in God's image, perfect. Spiritual and physical death entered the world because of Adam's sin. All people have sinned and all are separated from God, unless spiritually reborn.

Section 5) Man's only hope of redemption of sin is through Jesus Christ, and his death on the cross. He died as the perfect sacrifice, for us and our sins, so that we could have eternal life through him. Salvation is a free gift from God, but we must accept it. Being a "good" person or doing "good works" will never make up for our sin. Only by believing and trusting in Jesus Christ as God's offer can anyone be saved from sin's penalty. Salvation begins the moment that a person receives Jesus into his life by faith.

Section 6) People were created to exist forever. We will either exist eternally separated from God by sin, or eternally with God, through forgiveness and salvation. To be eternally separated from God is hell. Hell is a place of fiery judgment. To be eternally in union with him is eternal life. Heaven and hell are real places of eternal existence.

### ARTICLE IV) DIRECTORS AND OFFICERS

#### Section 1) Directors

A) Powers. Subject to the limitations and requirements of the state of Maryland, and any limitations in the Articles of Incorporation and these bylaws, all activities of the Corporation will be conducted, and all powers shall be exercised, by or under the direction of the board of Directors.

B) Number. The authorized number of Directors shall be, until changed by amendment of the articles of incorporation or by a bylaw duly adopted by the board, such number as may from time to time be authorized by resolution of the Directors, provided that such number shall be no less than three (3), nor more than eleven (11).

C) Term and Election. Directors shall serve one (1) year terms and may serve successive terms and shall hold office until a successor has been designated and qualified or until earlier resignation or removal. Election of Directors will be the first item of business in the annual meeting of the board.

D) Requirements. All board members must be at least 18 years of age, and they must be a born again Christian and be in full accordance with the statement of faith of the Corporation.

## Section 2) Officers

A) The offices of the Board consist of the President, Vice-President, Secretary and Treasurer. One person may serve both the Secretary and Treasurers office at the same time. Their duties are as follows.

(1) The President shall convene regularly scheduled board meetings, shall preside or arrange for other members of the executive committee to preside at each meeting in the following order: Vice-President, Secretary and Treasurer. He shall present at each annual meeting of the organization an annual report of the work of the organization. He shall see all books, reports and certificates required by law are properly kept or filed. He shall be one of the officers who may sign the checks or drafts of the organization, and he shall have such powers as may be reasonably construed as belonging to the chief executive of any organization.

(2) The Vice-President will preside over committees on special subjects as designated by the board. He shall in the event of the absence or inability of the President to exercise his office become acting president of the organization with all the rights, privileges and powers as if he had been the duly elected president.

(3) The Secretary shall keep the minutes and records of the organization in appropriate books. It shall be his duty to file any certificate required by any statute, federal or state. He shall give and serve all notices to members of this Corporation. He shall be the official custodian of the records and seal of this organization, and he shall attend to all correspondence of the organization and shall exercise all duties incident to the office of Secretary.

(4) The Treasurer shall have the care and custody of all monies belong to the organization and shall be solely responsible for such monies or securities of the organization. He must be one of the officers who shall sign checks or drafts of the organization. He shall render at stated periods as the Board of Directors shall

determine a written account of the finances of the organization and such report shall be physically affixed to the minutes of the Board of Directors of such meeting.

B) Officers of the board shall serve one (1) year terms and may serve successive terms and shall hold office until a successor has been designated and qualified or until earlier resignation or removal.

Section 3) Removal. The Board of Directors, at any regular or special meeting of the Board, may remove any Director, with or without cause.

Section 4) Vacancies. A vacancy in any office because of death, resignation, removal, disqualification or any other cause shall be filled only in the manner prescribed in these Bylaws for regular appointments to that office. Such vacancies shall be filled as they occur.

Section 5) The Directors of the organization are not personally liable for the debts, liabilities, and other obligations of the Corporation.

## ARTICLE V)MEETINGS

Section 1) Regular or special meetings may be held at any place within or outside of the state of Maryland, which has been designated from time to time by resolution of the Directors. Any meeting, regular or special may be held by conference telephone, or any electronic communication equipment, as long as all Directors participating in the meeting can openly discuss issues with one another. All such Directors shall be deemed to be present in person at such meeting.

A) Regular meetings. Regular meetings of the Directors may be held without notice if the time and place of such meetings are fixed by resolution of the Directors.

B) Annual meeting. The date of the regular annual meeting shall be set by the Board of Directors who shall also set the time and place.

C) Special meetings

(1) Authority to call. Special meetings of the Directors may be called for any purpose and at any time by the President or any other director.

(2) Notice

(a) Manner of giving. Notice of the time and place of special meetings shall be given to each director by one of the following methods: (1) by personal delivery of written notice; (2) by 1st class mail, (3) by telephone communication, either directly to the director or to a person at the director's office or home who the person giving the notice has reason to believe will promptly communicate the notice to the director, or (4) by fax or (5) e-mail to the director's home or office.

(b) Time requirements. Notices sent by first class mail shall be deposited in the United States mail at least four (4) business days before the time set for the meeting. Notices given by personal delivery, telephone, fax or e-mail shall be delivered, telephoned, faxed or sent to the director at least twenty-four (24) hours before the time set for the meeting.

© Notice contents. The notice shall state the time and place for the meeting, and must specify the purpose of the meeting.

Section 2) Quorum. A quorum must be attended by at least fifty (50) percent of the Directors of the Board before business can be transacted or motions made or passed.

Section 3) Action Without Meeting. Any action required or permitted to be taken by the Directors may be taken without a meeting, if all of the Directors, individually, or collectively, consent in writing to the action. Such action by written consent shall have the same force and effect as the unanimous vote of the Directors. Such written consent or consents shall be filed with the minutes of the proceedings of the Directors.

Section 4) Voting. Each director in good standing shall be entitled to one vote on each matter submitted to a vote of the members. Any decision made by the majority of the Directors present at a meeting duly held will qualify as an act of the Board of Directors, unless prohibited by the Corporation's Articles of Incorporation, bylaws, or federal or state laws.

## ARTICLE VI) CONTRACTS, LOANS, CHECKS, AND DEPOSITS

Section 1) Contracts: The board of directors may authorize any officer or officers, agent or agents, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Corporation, and such authority may be general or confined to specific business.

Section 2) Loans: No loans shall be contracted on behalf of the Corporation and no evidences of indebtedness shall be issued in its name unless authorized by a resolution of the board of directors. Such authority may be general or confined to specific instances.

Section 3) Checks, Drafts, or Orders: All checks, drafts, or other orders for the payment of money, notes, or other evidences of indebtedness shall be signed by such officer or officers, agent or agents of the Corporation and in such manner as from time to time shall be determined by resolution of the board of directors.

Section 4) Deposits: All funds of the Corporation not otherwise employed shall be deposited from time to time to the credit of the Corporation in such banks, trust companies, or other depositories, as the board of directors shall select.

## ARTICLE VII) BOOKS AND RECORDS

Section 1) The corporation shall keep correct and complete books and records of account and shall also keep minutes of the proceedings of its board of directors and committees having and exercising any of the authority of the board of directors, and shall keep at the principal office a record giving the names and addresses of the directors entitled to vote. All books and records of the corporation may be inspected by any interested person or persons for any proper purpose at any reasonable time.

#### ARTICLE VIII) RESTRICTIONS

Section 1) No part of the net earnings of the corporation shall insure to the benefit of, or be distributable to its directors, officers, 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 of the organization set forth in Article II of these bylaws.

Section 2) 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 or in opposition to any candidate for public office.

Section 3) 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©(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by a corporation, contributions to which are deductible under Section 170©(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

Section 4) Upon the Dissolution of the corporation, assets shall be distributed for one or more exempt purposes within the meaning of Section 501©(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of 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.

#### ARTICLE I) FISCAL YEAR.

Section 1) The fiscal year of the Corporation shall be January 1 to December 31.

#### ARTICLE II)CONFLICTS AND REFERENCES

Section 1) If any of the provisions of these Bylaws are in conflict with the Corporation's Articles of Incorporation, the Articles of Incorporation shall take precedence.

Section 2) If any portion of these Bylaws is found to be invalid or unenforceable, for whatever reason, the remainder of the Bylaws shall still be effective.

Section 3) All references in these Bylaws to the Articles of Incorporation shall refer to the actual founding document, which was filed with the state to establish the Corporation as a legal entity.

#### ARTICLE III) AMENDMENTS.

Section 1) These Bylaws or any provision of them may be altered, amended, or repealed, and new Bylaws may be adopted by vote of the majority of Directors at any regular or special board meeting at which a quorum is present.

#### ARTICLE IV) CERTIFICATE OF SECRETARY.

I, the undersigned, certify that I am the presently elected and acting Secretary of The Hand of Hur, Inc., a Maryland Nonprofit Corporation, and that these Bylaws, consisting of six (6) Pages are the Bylaws of this Corporation as adopted by vote of the Board of Directors of the Corporation on September 30, 2000.

Executed at Oakland, Maryland, this .....7..... day of .....  
October....., .....2000....

Connie S. Skipper, Secretary