

Return of Organization Exempt from Income Tax

2004

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except black lung benefit trust or private foundation)

Department of the Treasury Internal Revenue Service

The organization may have to use a copy of this return to satisfy state reporting requirements.

Open to Public Inspection

A For the 2004 calendar year, or tax year beginning 2004, and ending

- B Check if applicable: Address change, Name change, Initial return, Final return, Amended return, Application pending

Christian Community Service Center, Inc. 3230 Mercer Houston, TX 77027

D Employer Identification Number 74-2128141 E Telephone number 713-961-3993 F Accounting method: Cash, Accrual, Other (specify)

Section 501(c)(3) organizations and 4947(a)(1) nonexempt charitable trusts must attach a completed Schedule A (Form 990 or 990-EZ).

- H and I are not applicable to section 527 organizations. H(a) Is this a group return for affiliates? H(b) If 'Yes,' enter number of affiliates H(c) Are all affiliates included? H(d) Is this a separate return filed by an organization covered by a group ruling?

G Web site: www.ccschouston.com

J Organization type (check only one): 501(c) 3

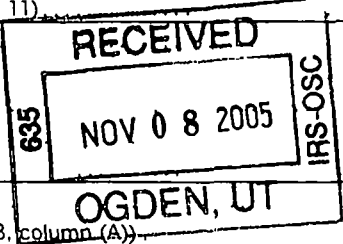
K Check here if the organization's gross receipts are normally not more than \$25,000. The organization need not file a return with the IRS, but if the organization received a Form 990 Package in the mail, it should file a return without financial data. Some states require a complete return.

I Group Exemption Number M Check if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF)

L Gross receipts. Add lines 6b, 8b, 9b, and 10b to line 12: 1,229,711.

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (See Instructions)

Table with 21 rows and multiple columns for revenue and expenses. Includes sub-rows for contributions, program service revenue, membership dues, interest, dividends, rents, investment income, sales of assets, special events, and inventory. Total revenue is 1,201,495 and total expenses is 1,235,515.



SCANNED DEC 05 2005

Part III Statement of Functional Expenses All organizations must complete column (A). Columns (B), (C), and (D) are required for section 501(c)(3) and (4) organizations and section 4947(a)(1) nonexempt charitable trusts but optional for others.

Do not include amounts reported on line 6b, 8b, 9b, 10b, or 16 of Part I.		(A) Total	(B) Program services	(C) Management and general	(D) Fundraising
22 Grants and allocations (att sch) (cash \$ _____ non-cash \$ _____)	22				
23 Specific assistance to individuals (att sch) St. 4	23	393,255.	393,255.		
24 Benefits paid to or for members (att sch)	24				
25 Compensation of officers, directors, etc	25	67,161.	30,223.	23,506.	13,432.
26 Other salaries and wages	26	343,677.	260,476.	54,129.	29,072.
27 Pension plan contributions	27	13,923.	9,018.	2,823.	2,082.
28 Other employee benefits	28	21,597.	17,919.	1,224.	2,454.
29 Payroll taxes	29	31,006.	22,238.	5,516.	3,252.
30 Professional fundraising fees	30				
31 Accounting fees	31	11,000.		11,000.	
32 Legal fees	32				
33 Supplies	33	20,913.	17,088.	1,957.	1,868.
34 Telephone	34	16,382.	15,652.	730.	
35 Postage and shipping	35	10,101.	5,025.	1,157.	3,919.
36 Occupancy	36	124,550.	123,072.	1,478.	
37 Equipment rental and maintenance	37	40,202.	38,466.	1,652.	84.
38 Printing and publications	38	20,782.	10,338.	2,379.	8,065.
39 Travel	39				
40 Conferences, conventions, and meetings	40				
41 Interest	41				
42 Depreciation, depletion, etc (attach schedule)	42	35,510.	25,622.	9,888.	
43 Other expenses not covered above (itemize)					
a Fees and licenses	43a	9,758.	6,635.	2,575.	548.
b Insurance	43b	32,245.	27,738.	4,401.	106.
c Other expenses	43c	8,124.	7,404.	661.	59.
d Professional services	43d	35,329.	35,052.	157.	120.
e	43e				
44 Total functional expenses (add lines 22 - 43). Organizations completing columns (B) - (D), carry these totals to lines 13 - 15	44	1,235,515.	1,045,221.	125,233.	65,061.

Joint Costs. Check if you are following SOP 98-2.

Are any joint costs from a combined educational campaign and fundraising solicitation reported in (B) Program services? Yes No
 If 'Yes,' enter (i) the aggregate amount of these joint costs \$ _____; (ii) the amount allocated to Program services \$ _____; (iii) the amount allocated to Management and general \$ _____, and (iv) the amount allocated to Fundraising \$ _____

Part III Statement of Program Service Accomplishments

What is the organization's primary exempt purpose? <u>Provide services to needy people</u> All organizations must describe their exempt purpose achievements in a clear and concise manner. State the number of clients served, publications issued, etc. Discuss achievements that are not measurable. (Section 501(c)(3) & (4) organizations and 4947(a)(1) nonexempt charitable trusts must also enter the amount of grants & allocations to others)	Program Service Expenses (Required for 501(c)(3) and (4) organizations and 4947(a)(1) trusts, but optional for others)
a See Statement 5 _____ _____ _____ (Grants and allocations \$ _____)	1,045,221.
b _____ _____ _____ (Grants and allocations \$ _____)	
c _____ _____ _____ (Grants and allocations \$ _____)	
d _____ _____ _____ (Grants and allocations \$ _____)	
e Other program services (Grants and allocations \$ _____)	
f Total of Program Service Expenses (should equal line 44, column (B), Program services)	1,045,221.

Part IV Balance Sheets (See Instructions)

Note: Where required, attached schedules and amounts within the description column should be for end-of-year amounts only.

		(A) Beginning of year		(B) End of year
ASSETS	45 Cash — non-interest-bearing	835.	45	109,928.
	46 Savings and temporary cash investments	716,826.	46	653,606.
	47a Accounts receivable	47a 455.		
	b Less: allowance for doubtful accounts	47b	3,709.	47c 455.
	48a Pledges receivable	48a 50,000.		
	b Less: allowance for doubtful accounts	48b	107,400.	48c 50,000.
	49 Grants receivable		49	
	50 Receivables from officers, directors, trustees, and key employees (attach schedule)		50	
	51a Other notes & loans receivable (attach sch)	51a		
	b Less: allowance for doubtful accounts	51b		51c
	52 Inventories for sale or use		39,706.	52 39,706.
	53 Prepaid expenses and deferred charges		18,095.	53 10,031.
	54 Investments — securities (attach schedule)	<input type="checkbox"/> Cost <input type="checkbox"/> FMV		54
	55a Investments — land, buildings, & equipment: basis	55a		
	b Less accumulated depreciation (attach schedule)	55b		55c
56 Investments — other (attach schedule)			56	
57a Land, buildings, and equipment: basis	57a 989,971.			
b Less: accumulated depreciation (attach schedule)	57b 284,861.	715,356.	57c 705,110.	
58 Other assets (describe <input type="checkbox"/> Statement 6)			58	
59 Total assets (add lines 45 through 58) (must equal line 74)		1,601,927.	59 1,568,836.	
LIABILITIES	60 Accounts payable and accrued expenses	5,030.	60	5,959.
	61 Grants payable		61	
	62 Deferred revenue		62	
	63 Loans from officers, directors, trustees, and key employees (attach schedule)		63	
	64a Tax-exempt bond liabilities (attach schedule)		64a	
	b Mortgages and other notes payable (attach schedule)		64b	
	65 Other liabilities (describe <input type="checkbox"/>)		65	
66 Total liabilities (add lines 60 through 65)		5,030.	66 5,959.	
NET ASSETS OR FUND BALANCES	Organizations that follow SFAS 117, check here <input checked="" type="checkbox"/> and complete lines 67 through 69 and lines 73 and 74.			
	67 Unrestricted	1,389,190.	67	1,505,355.
	68 Temporarily restricted	207,707.	68	57,522.
	69 Permanently restricted		69	
	Organizations that do not follow SFAS 117, check here <input type="checkbox"/> and complete lines 70 through 74.			
	70 Capital stock, trust principal, or current funds		70	
	71 Paid-in or capital surplus, or land, building, and equipment fund		71	
	72 Retained earnings, endowment, accumulated income, or other funds		72	
	73 Total net assets or fund balances (add lines 67 through 69 or lines 70 through 72, column (A) must equal line 19, column (B) must equal line 21)	1,596,897.	73	1,562,877.
	74 Total liabilities and net assets/fund balances (add lines 66 and 73)	1,601,927.	74	1,568,836.

Form 990 is available for public inspection and, for some people, serves as the primary or sole source of information about a particular organization. How the public perceives an organization in such cases may be determined by the information presented on its return. Therefore, please make sure the return is complete and accurate and fully describes, in Part III, the organization's programs and accomplishments.

BAA

Part IV-A Reconciliation of Revenue per Audited Financial Statements with Revenue per Return (See instructions.)

Part IV-B Reconciliation of Expenses per Audited Financial Statements with Expenses per Return

a	Total revenue, gains, and other support per audited financial statements	a	1,224,893.
b	Amounts included on line a but not on line 12, Form 990:		
(1)	Net unrealized gains on investments \$		
(2)	Donated services and use of facilities \$		
(3)	Recoveries of prior year grants \$		
(4)	Other (specify):		
	See Stmt 7 \$ 23,398.		
	Add amounts on lines (1) through (4)	b	23,398.
c	Line a minus line b	c	1,201,495.
d	Amounts included on line 12, Form 990 but not on line a:		
(1)	Investment expenses not included on line 6b, Form 990 \$		
(2)	Other (specify):		
	----- \$		
	Add amounts on lines (1) and (2)	d	
e	Total revenue per line 12, Form 990 (line c plus line d)	e	1,201,495.

a	Total expenses and losses per audited financial statements	a	1,235,515.
b	Amounts included on line a but not on line 17, Form 990:		
(1)	Donated services and use of facilities \$		
(2)	Prior year adjustments reported on line 20, Form 990 \$		
(3)	Losses reported on line 20, Form 990 \$		
(4)	Other (specify):		
	----- \$		
	Add amounts on lines (1) through (4)	b	
c	Line a minus line b	c	1,235,515.
d	Amounts included on line 17, Form 990 but not on line a:		
(1)	Investment expenses not included on line 6b, Form 990 \$		
(2)	Other (specify):		
	----- \$		
	Add amounts on lines (1) and (2)	d	
e	Total expenses per line 17, Form 990 (line c plus line d)	e	1,235,515.

Part V List of Officers, Directors, Trustees, and Key Employees (List each one even if not compensated, see instructions.)

(A) Name and address	(B) Title and average hours per week devoted to position	(C) Compensation (If not paid, enter -0-)	(D) Contributions to employee benefit plans and deferred compensation	(E) Expense account and other allowances
See Statement 8				
-----		67,161.	3,358.	0.

75 Did any officer, director, trustee, or key employee receive aggregate compensation of more than \$100,000 from your organization and all related organizations, of which more than \$10,000 was provided by the related organizations? Yes No

If 'Yes,' attach schedule - see instructions

Part VI Other Information (See instructions.)

		Yes	No
76	Did the organization engage in any activity not previously reported to the IRS? If 'Yes,' attach a detailed description of each activity		X
77	Were any changes made in the organizing or governing documents but not reported to the IRS? If 'Yes,' attach a conformed copy of the changes.	X	
78a	Did the organization have unrelated business gross income of \$1,000 or more during the year covered by this return?		X
78b	If 'Yes,' has it filed a tax return on Form 990-T for this year?	N/A	
79	Was there a liquidation, dissolution, termination, or substantial contraction during the year? If 'Yes,' attach a statement.		X
80a	Is the organization related (other than by association with a statewide or nationwide organization) through common membership, governing bodies, trustees, officers, etc. to any other exempt or nonexempt organization?	X	
80b	If 'Yes,' enter the name of the organization <u>CCSC Memorial Endowment</u> and check whether it is <input checked="" type="checkbox"/> exempt or <input type="checkbox"/> nonexempt.		
81a	Enter direct and indirect political expenditures. See line 81 instructions.	81a	0.
81b	Did the organization file Form 1120-POL for this year?		X
82a	Did the organization receive donated services or the use of materials, equipment, or facilities at no charge or at substantially less than fair rental value?	X	
82b	If 'Yes,' you may indicate the value of these items here. Do not include this amount as revenue in Part I or as an expense in Part II. (See instructions in Part III.)	82b	
83a	Did the organization comply with the public inspection requirements for returns and exemption applications?	X	
83b	Did the organization comply with the disclosure requirements relating to quid pro quo contributions?	X	
84a	Did the organization solicit any contributions or gifts that were not tax deductible?		X
84b	If 'Yes,' did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?		N/A
85a	501(c)(4), (5), or (6) organizations. a Were substantially all dues nondeductible by members?		N/A
85b	b Did the organization make only in-house lobbying expenditures of \$2,000 or less? If 'Yes' was answered to either 85a or 85b, do not complete 85c through 85h below unless the organization received a waiver for proxy tax owed for the prior year.		N/A
85c	c Dues, assessments, and similar amounts from members.	85c	N/A
85d	d Section 162(e) lobbying and political expenditures	85d	N/A
85e	e Aggregate nondeductible amount of section 6033(e)(1)(A) dues notices	85e	N/A
85f	f Taxable amount of lobbying and political expenditures (line 85d less 85e)	85f	N/A
85g	g Does the organization elect to pay the section 6033(e) tax on the amount on line 85f?	85g	N/A
85h	h If section 6033(e)(1)(A) dues notices were sent, does the organization agree to add the amount on line 85f to its reasonable estimate of dues allocable to nondeductible lobbying and political expenditures for the following tax year?	85h	N/A
86a	86 501(c)(7) organizations. Enter: a Initiation fees and capital contributions included on line 12.	86a	N/A
86b	b Gross receipts, included on line 12, for public use of club facilities	86b	N/A
87a	87 501(c)(12) organizations. Enter: a Gross income from members or shareholders	87a	N/A
87b	b Gross income from other sources. (Do not net amounts due or paid to other sources against amounts due or received from them.)	87b	N/A
88	88 At any time during the year, did the organization own a 50% or greater interest in a taxable corporation or partnership, or an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? If 'Yes,' complete Part IX		X
89a	89a 501(c)(3) organizations. Enter: Amount of tax imposed on the organization during the year under section 4911 <u>0.</u> , section 4912 <u>0.</u> , section 4955 <u>0.</u>		
89b	b 501(c)(3) and 501(c)(4) organizations Did the organization engage in any section 4958 excess benefit transaction during the year or did it become aware of an excess benefit transaction from a prior year? If 'Yes,' attach a statement explaining each transaction	89b	X
	c Enter Amount of tax imposed on the organization managers or disqualified persons during the year under sections 4912, 4955, and 4958		0.
	d Enter Amount of tax on line 89c, above, reimbursed by the organization		0.
90a	90a List the states with which a copy of this return is filed <u>None</u>		
90b	b Number of employees employed in the pay period that includes March 12, 2004 (See instructions)	90b	14
91	91 The books are in care of <u>Michelle Shonbeck</u> Telephone number <u>713-961-3993</u> Located at <u>3230 Mercer, Houston, TX</u> ZIP + 4 <u>77027</u>		
92	92 Section 4947(a)(1) nonexempt charitable trusts filing Form 990 in lieu of Form 1041 - Check here <input type="checkbox"/> and enter the amount of tax-exempt interest received or accrued during the tax year <u>92</u>		N/A

Part VII Analysis of Income-Producing Activities (See instructions)

Note: Enter gross amounts unless otherwise indicated.

	Unrelated business income		Excluded by section 512, 513, or 514		(E) Related or exempt function income
	(A) Business code	(B) Amount	(C) Exclusion code	(D) Amount	
93 Program service revenue:					
a Meal fees					11,265.
b _____					
c _____					
d _____					
e _____					
f Medicare/Medicaid payments					
g Fees & contracts from government agencies					
94 Membership dues and assessments					
95 Interest on savings & temporary cash invmnts.			14	8,062.	
96 Dividends & interest from securities					
97 Net rental income or (loss) from real estate:					
a debt-financed property					
b not debt-financed property					
98 Net rental income or (loss) from pers prop					
99 Other investment income					
100 Gain or (loss) from sales of assets other than inventory			18	447.	
101 Net income or (loss) from special events			1	13,516.	
102 Gross profit or (loss) from sales of inventory			5	332,761.	
103 Other revenue: a _____					
b _____					
c _____					
d _____					
e _____					
104 Subtotal (add columns (B), (D), and (E))				354,786.	11,265.
105 Total (add line 104, columns (B), (D), and (E))					366,051.

Note: Line 105 plus line 1d, Part I, should equal the amount on line 12, Part I

Part VIII Relationship of Activities to the Accomplishment of Exempt Purposes (See instructions.)

Line No.	Explain how each activity for which income is reported in column (E) of Part VII contributed importantly to the accomplishment of the organization's exempt purposes (other than by providing funds for such purposes).
93a	See Part III for description of meal program.

Part IX Information Regarding Taxable Subsidiaries and Disregarded Entities (See instructions)

(A) Name, address, and EIN of corporation, partnership, or disregarded entity	(B) Percentage of ownership interest	(C) Nature of activities	(D) Total income	(E) End-of-year assets
N/A	%			
	%			
	%			
	%			

Part X Information Regarding Transfers Associated with Personal Benefit Contracts (See instructions)

- a Did the organization, during the year, receive any funds, directly or indirectly, to pay premiums on a personal benefit contract? Yes No
- b Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract? Yes No

Note: If 'Yes' to (b), file Form 8870 and Form 4720 (see instructions)

Please Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Michelle Showack Date *November 2, 2005*

SCHEDULE A
(Form 990 or 990-EZ)

Organization Exempt Under
Section 501(c)(3)

OMB No. 1545-0047

(Except Private Foundation) and Section 501(e), 501(f), 501(k),
501(n), or Section 4947(a)(1) Nonexempt Charitable Trust

2004

Supplementary Information — (See separate instructions.)

▶ MUST be completed by the above organizations and attached to their Form 990 or 990-EZ.

Department of the Treasury
Internal Revenue Service

Name of the organization

Employer identification number

Christian Community Service Center, Inc.

74-2128141

Part I Compensation of the Five Highest Paid Employees Other Than Officers, Directors, and Trustees
(See instructions. List each one. If there are none, enter 'None.')

(a) Name and address of each employee paid more than \$50,000	(b) Title and average hours per week devoted to position	(c) Compensation	(d) Contributions to employee benefit plans and deferred compensation	(e) Expense account and other allowances
None				
Total number of other employees paid over \$50,000	0			

Part II Compensation of the Five Highest Paid Independent Contractors for Professional Services
(See instructions. List each one (whether individuals or firms). If there are none, enter 'None.')

(a) Name and address of each independent contractor paid more than \$50,000	(b) Type of service	(c) Compensation
None		
Total number of others receiving over \$50,000 for professional services	0	

Part III Statements About Activities (See instructions.)

	Yes	No
<p>1 During the year, has the organization attempted to influence national, state, or local legislation, including any attempt to influence public opinion on a legislative matter or referendum? If 'Yes,' enter the total expenses paid or incurred in connection with the lobbying activities. ▶ \$ <u>N/A</u></p> <p>(Must equal amounts on line 38, Part VI-A, or line I of Part VI-B).</p> <p>Organizations that made an election under section 501(h) by filing Form 5768 must complete Part VI-A. Other organizations checking 'Yes' must complete Part VI-B AND attach a statement giving a detailed description of the lobbying activities.</p>		X
<p>2 During the year, has the organization, either directly or indirectly, engaged in any of the following acts with any substantial contributors, trustees, directors, officers, creators, key employees, or members of their families, or with any taxable organization with which any such person is affiliated as an officer, director, trustee, majority owner, or principal beneficiary? (If the answer to any question is 'Yes,' attach a detailed statement explaining the transactions.)</p>		
<p>a Sale, exchange, or leasing of property?</p>		X
<p>b Lending of money or other extension of credit?</p>		X
<p>c Furnishing of goods, services, or facilities?</p>		X
<p>d Payment of compensation (or payment or reimbursement of expenses if more than \$1,000)?</p> <p style="text-align: right;">See Form 990, Part V</p>	X	
<p>e Transfer of any part of its income or assets?</p>		X
<p>3a Do you make grants for scholarships, fellowships, student loans, etc? (If 'Yes,' attach an explanation of how you determine that recipients qualify to receive payments.)</p>		X
<p>b Do you have a section 403(b) annuity plan for your employees?</p>	X	
<p>4a Did you maintain any separate account for participating donors where donors have the right to provide advice on the use or distribution of funds?</p>		X
<p>b Do you provide credit counseling, debt management, credit repair, or debt negotiation services?</p>		X

Part IV Reason for Non-Private Foundation Status (See instructions.)

The organization is not a private foundation because it is: (Please check only ONE applicable box.)

- 5 A church, convention of churches, or association of churches Section 170(b)(1)(A)(i)
- 6 A school Section 170(b)(1)(A)(ii). (Also complete Part V.)
- 7 A hospital or a cooperative hospital service organization. Section 170(b)(1)(A)(iii)
- 8 A Federal, state, or local government or governmental unit. Section 170(b)(1)(A)(v)
- 9 A medical research organization operated in conjunction with a hospital. Section 170(b)(1)(A)(iii) Enter the hospital's name, city, and state ▶ _____
- 10 An organization operated for the benefit of a college or university owned or operated by a governmental unit. Section 170(b)(1)(A)(iv) (Also complete the Support Schedule in Part IV-A.)
- 11a An organization that normally receives a substantial part of its support from a governmental unit or from the general public. Section 170(b)(1)(A)(vi). (Also complete the Support Schedule in Part IV-A.)
- 11b A community trust Section 170(b)(1)(A)(vi). (Also complete the Support Schedule in Part IV-A.)
- 12 An organization that normally receives (1) more than 33-1/3% of its support from contributions, membership fees, and gross receipts from activities related to its charitable, etc, functions — subject to certain exceptions, and (2) no more than 33-1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See section 509(a)(2) (Also complete the Support Schedule in Part IV-A.)
- 13 An organization that is not controlled by any disqualified persons (other than foundation managers) and supports organizations described in: (1) lines 5 through 12 above, or (2) section 501(c)(4), (5), or (6), if they meet the test of section 509(a)(2) (See section 509(a)(3))

Provide the following information about the supported organizations (See instructions.)

(a) Name(s) of supported organization(s)	(b) Line number from above

- 14 An organization organized and operated to test for public safety Section 509(a)(4) (See instructions.)

Part IV-A Support Schedule (Complete only if you checked a box on line 10, 11, or 12.) *Use cash method of accounting.*

Note: You may use the worksheet in the instructions for converting from the accrual to the cash method of accounting.

Calendar year (or fiscal year beginning in)	(a) 2003	(b) 2002	(c) 2001	(d) 2000	(e) Total
15 Gifts, grants, and contributions received. (Do not include unusual grants. See line 28.)	1,001,548.	1,089,837.	925,206.	689,291.	3,705,882.
16 Membership fees received.					
17 Gross receipts from admissions, merchandise sold or services performed, or furnishing of facilities in any activity that is related to the organization's charitable, etc. purpose.	405,441.	268,029.	343,925.	387,971.	1,405,366.
18 Gross income from interest, dividends, amounts received from payments on securities loans (section 512(a)(5)), rents, royalties, and unrelated business taxable income (less section 511 taxes) from businesses acquired by the organization after June 30, 1975.	9,520.	8,401.	19,548.	17,973.	55,442.
19 Net income from unrelated business activities not included in line 18.					
20 Tax revenues levied for the organization's benefit and either paid to it or expended on its behalf.					
21 The value of services or facilities furnished to the organization by a governmental unit without charge. Do not include the value of services or facilities generally furnished to the public without charge.					
22 Other income. Attach a schedule. Do not include gain or (loss) from sale of capital assets.					
23 Total of lines 15 through 22	1,416,509.	1,366,267.	1,288,679.	1,095,235.	5,166,690.
24 Line 23 minus line 17	1,011,068.	1,098,238.	944,754.	707,264.	3,761,324.
25 Enter 1% of line 23.	14,165.	13,663.	12,887.	10,952.	
26 Organizations described on lines 10 or 11:	a Enter 2% of amount in column (e), line 24.				26a 75,226.
b Prepare a list for your records to show the name of and amount contributed by each person (other than a governmental unit or publicly supported organization) whose total gifts for 2000 through 2003 exceeded the amount shown in line 26a. Do not file this list with your return. Enter the total of all these excess amounts.					26b 364,210.
c Total support for section 509(a)(1) test: Enter line 24, column (e)					26c 3,761,324.
d Add: Amounts from column (e) for lines:	18 55,442.	19			26d 419,652.
	22	26b 364,210.			26e 3,341,672.
e Public support (line 26c minus line 26d total)					26e 3,341,672.
f Public support percentage (line 26e (numerator) divided by line 26c (denominator))					26f 88.84 %
27 Organizations described on line 12: N/A					
a For amounts included in lines 15, 16, and 17 that were received from a 'disqualified person,' prepare a list for your records to show the name of, and total amounts received in each year from, each 'disqualified person.' Do not file this list with your return. Enter the sum of such amounts for each year:	(2003)	(2002)	(2001)	(2000)	
b For any amount included in line 17 that was received from each person (other than 'disqualified persons'), prepare a list for your records to show the name of, and amount received for each year, that was more than the larger of (1) the amount on line 25 for the year or (2) \$5,000. (Include in the list organizations described in lines 5 through 11, as well as individuals.) Do not file this list with your return. After computing the difference between the amount received and the larger amount described in (1) or (2), enter the sum of these differences (the excess amounts) for each year:	(2003)	(2002)	(2001)	(2000)	
c Add: Amounts from column (e) for lines:	15	16			27c
	17	20	21		
d Add: Line 27a total and line 27b total					27d
e Public support (line 27c total minus line 27d total)					27e
f Total support for section 509(a)(2) test: Enter amount from line 23, column (e)					27f
g Public support percentage (line 27e (numerator) divided by line 27f (denominator))					27g %
h Investment income percentage (line 18, column (e) (numerator) divided by line 27f (denominator))					27h %
28 Unusual Grants: For an organization described in line 10, 11, or 12 that received any unusual grants during 2000 through 2003, prepare a list for your records to show, for each year, the name of the contributor, the date and amount of the grant, and a brief description of the nature of the grant. Do not file this list with your return. Do not include these grants in line 15.					

Part V Private School Questionnaire (See instructions.)
 (To be completed ONLY by schools that checked the box on line 6 in Part IV)

N/A

		Yes	No
29	Does the organization have a racially nondiscriminatory policy toward students by statement in its charter, bylaws, other governing instrument, or in a resolution of its governing body?		
30	Does the organization include a statement of its racially nondiscriminatory policy toward students in all its brochures, catalogues, and other written communications with the public dealing with student admissions, programs, and scholarships?		
31	Has the organization publicized its racially nondiscriminatory policy through newspaper or broadcast media during the period of solicitation for students, or during the registration period if it has no solicitation program, in a way that makes the policy known to all parts of the general community it serves? If 'Yes,' please describe; if 'No,' please explain. (If you need more space, attach a separate statement.)		

32	Does the organization maintain the following:		
a	Records indicating the racial composition of the student body, faculty, and administrative staff?		
b	Records documenting that scholarships and other financial assistance are awarded on a racially nondiscriminatory basis?		
c	Copies of all catalogues, brochures, announcements, and other written communications to the public dealing with student admissions, programs, and scholarships?		
d	Copies of all material used by the organization or on its behalf to solicit contributions?		
If you answered 'No' to any of the above, please explain. (If you need more space, attach a separate statement.)			

33	Does the organization discriminate by race in any way with respect to:		
a	Students' rights or privileges?		
b	Admissions policies?		
c	Employment of faculty or administrative staff?		
d	Scholarships or other financial assistance?		
e	Educational policies?		
f	Use of facilities?		
g	Athletic programs?		
h	Other extracurricular activities?		
If you answered 'Yes' to any of the above, please explain. (If you need more space, attach a separate statement.)			

34a	Does the organization receive any financial aid or assistance from a governmental agency?		
b	Has the organization's right to such aid ever been revoked or suspended? If you answered 'Yes' to either 34a or b, please explain using an attached statement		
35	Does the organization certify that it has complied with the applicable requirements of sections 4 01 through 4.05 of Rev Proc 75-50, 1975-2 C B. 587, covering racial nondiscrimination? If 'No,' attach an explanation		

Part VI-A Lobbying Expenditures by Electing Public Charities (See instructions.)
 (To be completed ONLY by an eligible organization that filed Form 5768)

N/A

Check a if the organization belongs to an affiliated group. Check b if you checked 'a' and 'limited control' provisions apply.

Limits on Lobbying Expenditures

(The term 'expenditures' means amounts paid or incurred.)

	(a) Affiliated group totals	(b) To be completed for ALL electing organizations
36 Total lobbying expenditures to influence public opinion (grassroots lobbying)	36	
37 Total lobbying expenditures to influence a legislative body (direct lobbying)	37	
38 Total lobbying expenditures (add lines 36 and 37)	38	
39 Other exempt purpose expenditures	39	
40 Total exempt purpose expenditures (add lines 38 and 39)	40	
41 Lobbying nontaxable amount. Enter the amount from the following table -		
If the amount on line 40 is -		
Not over \$500,000		20% of the amount on line 40
Over \$500,000 but not over \$1,000,000		\$100,000 plus 15% of the excess over \$500,000
Over \$1,000,000 but not over \$1,500,000		\$175,000 plus 10% of the excess over \$1,000,000
Over \$1,500,000 but not over \$17,000,000		\$225,000 plus 5% of the excess over \$1,500,000
Over \$17,000,000		\$1,000,000
42 Grassroots nontaxable amount (enter 25% of line 41)	42	
43 Subtract line 42 from line 36. Enter -0- if line 42 is more than line 36	43	
44 Subtract line 41 from line 38. Enter -0- if line 41 is more than line 38	44	
Caution: If there is an amount on either line 43 or line 44, you must file Form 4720.		

4 -Year Averaging Period Under Section 501(h)

(Some organizations that made a section 501(h) election do not have to complete all of the five columns below.
 See the instructions for lines 45 through 50.)

Calendar year (or fiscal year beginning in)	Lobbying Expenditures During 4 -Year Averaging Period				
	(a) 2004	(b) 2003	(c) 2002	(d) 2001	(e) Total
45 Lobbying nontaxable amount					
46 Lobbying ceiling amount (150% of line 45(e))					
47 Total lobbying expenditures					
48 Grassroots non-taxable amount					
49 Grassroots ceiling amount (150% of line 48(e))					
50 Grassroots lobbying expenditures					

Part VI-B Lobbying Activity by Nonelecting Public Charities

(For reporting only by organizations that did not complete Part VI-A) (See instructions)

During the year, did the organization attempt to influence national, state or local legislation, including any attempt to influence public opinion on a legislative matter or referendum, through the use of

	Yes	No	Amount
a Volunteers		X	
b Paid staff or management (Include compensation in expenses reported on lines c through h.)		X	
c Media advertisements		X	
d Mailings to members, legislators, or the public		X	
e Publications, or published or broadcast statements		X	
f Grants to other organizations for lobbying purposes		X	
g Direct contact with legislators, their staffs, government officials, or a legislative body		X	
h Rallies, demonstrations, seminars, conventions, speeches, lectures, or any other means		X	
i Total lobbying expenditures (add lines c through h.)			0.

If 'Yes' to any of the above, also attach a statement giving a detailed description of the lobbying activities

Christian Community Service Center, Inc.

74-2128141

Statement 1
Form 990, Part I, Line 8
Net Gain (Loss) from Noninventory Sales

Publicly Traded Securities

Gross Sales Price: 10,719.
Cost or Other Basis: 10,272.

Total Gain (Loss) Publicly Traded Securities \$ 447.

Total Net Gain (Loss) From Noninventory Sales \$ 447.

Statement 2
Form 990, Part I, Line 9
Net Income (Loss) from Special Events

<u>Special Events</u>	<u>Gross Receipts</u>	<u>Less Contributions</u>	<u>Gross Revenue</u>	<u>Less Direct Expenses</u>	<u>Net Income (Loss)</u>
Azalea Dinner	63,045.	31,585.	31,460.	17,944.	13,516.
Total	<u>\$ 63,045.</u>	<u>\$ 31,585.</u>	<u>\$ 31,460.</u>	<u>\$ 17,944.</u>	<u>\$ 13,516.</u>

Statement 3
Form 990, Part I, Line 10
Gross Profit (Loss) From Sales Of Inventory

Sunshine Resale Shops	\$ 332,761.
Gross Sales	<u>\$ 332,761.</u>
Less Returns & Allowances.....	<u>0.</u>
Net Sales.....	\$ 332,761.
Less Cost Of Goods Sold.....	<u>0.</u>
Gross Profit From Sales Of Inventory	<u>\$ 332,761.</u>

Statement 4
Form 990, Part II, Line 23
Specific Assistance to Individuals

Clothing	\$ 121,664.
Food	94,190.
Other direct assistance	17,105.
Rent & Utilities	96,036.
Supplies, books, toys	64,260.
Total	<u>\$ 393,255.</u>

Christian Community Service Center, Inc.

74-2128141

Statement 5
Form 990, Part III, Line a
Statement of Program Service Accomplishments

Description	Grants and Allocations	Program Service Expenses
Emergency services - Provided food, clothing, and financial help to 19,051 people in crisis.		298,918.
Sunshine Resale Shop - Recycled donated articles for sale back to the community through discount prices. Proceeds benefit CCSC's other programs.		246,664.
Operation Sunshine Meals - Delivered 12,778 meals to the homebound. Meals are delivered by unpaid volunteers and are free to those unable to pay. Those in greatest need were provided with weekend grocery delivery and house cleaning.		89,934.
Visioncare - Provided vision screening for 150 students, and paid for 105 of those students to have professional exams and 94 of them to have new eyeglasses.		23,505.
Back to School/Childcare - Provided school supplies, clothing and shoes to 4,125 elementary and middle school children in need.		232,141.
Jingle Bell Express - Gave toys, books and food to 3,087 children at Christmas. 937 families received holiday food packets.		41,538.
Jobnet: Provided training, coaching, and access to office equipment for 663 clients - helping them conduct a more effective job search. 54% found employment, with 30% of them working to potential. Martha's Way taught clients how to become business owners in the field of domestic housekeeping, where 60 clients participated, 38 clients graduated, and 89 business contacts were garnered.		112,521.
	<u>\$ 0.</u>	<u>\$ 1,045,221.</u>

Statement 6
Form 990, Part IV, Line 57
Land, Buildings, and Equipment

Category	Basis	Accum. Deprec.	Book Value
Automobiles / Transportation Equipment	\$ 40,073.	\$ 22,066.	\$ 18,007.
Machinery and Equipment	104,743.	76,860.	27,883.
Buildings	622,632.	175,724.	446,908.
Improvements	42,923.	10,211.	32,712.
Land	179,600.		179,600.
Total	<u>\$ 989,971.</u>	<u>\$ 284,861.</u>	<u>\$ 705,110.</u>

Christian Community Service Center, Inc.

74-2128141

Statement 7
Form 990, Part IV-A, Line b(4)
Other Amounts

Revenue of affiliate Total \$ 23,398.
\$ 23,398.

Statement 8
Form 990, Part V
List of Officers, Directors, Trustees, and Key Employees

Name and Address	Title and Average Hours Per Week Devoted	Compen- sation	Contri- bution to EBP & DC	Expense Account/ Other
Michelle Shonbeck 3230 Mercer Houston, TX 77027	Executive Direc 40 hours/week	\$ 67,161.	\$ 3,358.	\$ 0.
David Elledge 3230 Mercer Houston, TX 77027	President 1 hour/week	0.	0.	0.
Paul Layne 3230 Mercer Houston, TX 77027	President-Elect 1 hour/week	0.	0.	0.
Doug McKinnon 3230 Mercer Houston, TX 77027	Vice President 1 hour/week	0.	0.	0.
Carol Banks 3230 Mercer Houston, TX 77027	Secretary 1 hour/week	0.	0.	0.
Judy Agee 3230 Mercer Houston, TX 77027	Treasurer 1 hour/week	0.	0.	0.
Jane Bedard 3230 Mercer Houston, TX 77027	Director 1 hour/week	0.	0.	0.
Rev. Martus Miley 3230 Mercer Houston, TX 77027	Director 1 hour/week	0.	0.	0.
Mary Morrison 3230 Mercer Houston, TX 77027	Director 1 hour/week	0.	0.	0.
Bill Pribyl 3230 Mercer Houston, TX 77027	Director 1 hour/week	0.	0.	0.

Christian Community Service Center, Inc.

74-2128141

Statement 8 (continued)
Form 990, Part V
List of Officers, Directors, Trustees, and Key Employees

<u>Name and Address</u>	<u>Title and Average Hours Per Week Devoted</u>	<u>Compen- sation</u>	<u>Contri- bution to EBP & DC</u>	<u>Expense Account/ Other</u>
Kim Wheless 3230 Mercer Houston, TX 77027	Director 1 hour/week	\$ 0.	\$ 0.	\$ 0.
Nancy Cook 3230 Mercer Houston, TX 77027	Past President 1 hour/week	0.	0.	0.
		Total \$ 67,161.	\$ 3,358.	\$ 0.

Christian Community Service Center, Inc.

74-2128141

No.	Description	Date Acquired	Date Sold	Cost/ Basis	Bus. Pct.	Cur 179 Bonus	Special Dep. Alloc.	Prior 179 Bonus/Sp. Dep.	Prior Dep. Bal.	Salvage /Basis Reduction	Depr. Basis	Prior Dep.	Method	Life	Rate	Current Dep.										
3	Equipment	Various		101,173							101,173	66,029	S/L	10		10,117										
7	Equipment-2003	1/01/03		815							815		S/L	5		163										
9	Equipment-2004	Various		2,755							2,755		S/L	5		551										
Total Machinery and Equipment												104,743	0	0	0	0	0	0	0	0	0	104,743	66,029			10,831
Total Depreciation												989,971	0	0	0	0	0	0	0	0	0	989,971	249,351			35,510
Grand Total Depreciation												989,971	0	0	0	0	0	0	0	0	0	989,971	249,351			35,510

AMENDED AND RESTATED BYLAWS
OF
CHRISTIAN COMMUNITY SERVICE CENTER, INC.
A NONPROFIT CORPORATION
HOUSTON, TEXAS

STATEMENT OF PURPOSE

CCSC is an inclusive Christian organization intentionally named and founded upon the ministry of Jesus Christ.

“The mission of the Christian Community Service Center (CCSC) is to serve the poor, hungry, homebound, disabled and otherwise needy while respecting their religious, ethnic or cultural differences. CCSC was created out of faith and founded in the belief that we are called to help all of God’s children heart to heart and hand in hand.”

ARTICLE 1
OFFICES

Principal Office

1.01 The principal office of the corporation in the State of Texas shall be located in the City of Houston, County of Harris. The corporation may have such other offices, either within or without the State of Texas, as the Board of Directors may determine or as the affairs of the corporation may require from time to time.

Registered Office and Registered Agent

1.02 The corporation shall have and continuously maintain in the State of Texas a registered office, and a registered agent whose office is identical with such registered office, as required by the Texas Non-Profit Corporation Act. The registered office may be, but need not be, identical with the principal office of the corporation in the State of Texas, and the address of the registered office may be changed from time to time by the Board of Directors.

ARTICLE 2 MEMBERS

Classes of Members

2.01 The corporation shall have classes of members.

Qualifications of Members

2.02 Each member must be a duly chartered Christian Church in the Houston Metropolitan Area whose governing body supports or pledges to support the corporation with its prayers, presence, gifts, and services. While there is no minimum financial amount designated, CCSC's financial foundation is its member churches. During economically lean years, CCSC may request additional gifts to sustain the ministry.

Termination of Membership

2.03 The Board of Directors, by the affirmative vote of two-thirds (2/3) of all of the members of the Board, may, at any regularly constituted meeting, terminate the membership of any Member Church or Associate Member which fails to meet the criteria for membership for a period of one (1) year.

Associate Members

2.04 The Board of Directors shall have the authority to designate any person or organization not qualified to be a Member Church as an Associate Member of the corporation. Associate membership qualifies an organization to serve on the Council of Church Representatives. Associate Members will support CCSC with its prayers, presence, gifts and service. The Board of Directors shall have the authority to alter or terminate the status of any Associate Member.

Resignation

2.05 Any Member Church or Associate Member may resign by filing a written resignation with the Secretary.

Reinstatement

2.06 Upon written request signed by a former Member Church and filed with the Secretary, the Board of Directors may, by the affirmative vote of two-thirds (2/3) of all of the members of the Board, reinstate such former Member Church to membership on such terms as the Board of Directors may deem appropriate.

Transfer of Membership

2.07 Membership in this corporation is not transferable or assignable.

ARTICLE 3 COUNCIL OF CHURCH REPRESENTATIVES

Definition

3.01 The Council of Church Representatives shall be an advisory Council with the following responsibilities: 1) serve as the communication link between CCSC and its Member Churches and Associate Members; 2) promote CCSC's programs and needs within those Member Churches and Associate Members; 3) coordinate, or appoint a coordinator, to communicate the special needs of the Back To School and Jingle Bell Express programs; 4) assist in recruiting volunteers; and 5) assist in raising funds.

Membership

3.02 The Council of Church Representatives shall be comprised of Church Representatives selected by the Member Churches and Associate Members. Each Member Church and Associate Member shall select one (1) person to serve as a Church Representative of the corporation, and one (1) person as an Alternate. Both Church Representatives and Alternates are encouraged to attend meetings of the Council of Church Representatives. Each member of the Council of Church Representatives shall be required to work a minimum of eight (8) hours per year in any of the corporation's program areas.

Term Limits

3.03 Each Church Representative shall hold office for a three (3) year term or until his/her earlier death, resignation, retirement, removal, or disqualification, and his/her successor shall have been selected and qualified. When a person has served as a Church Representative for a full three (3) year term, it is recommended that the Member Church or Associate Member not reappoint such person for a period of at least one (1) year.

Annual Meeting

3.04 An annual meeting of the Council of Church Representatives shall be held on the third (3rd) Tuesday in the month of January in each year for the purpose of installing Church Representatives, Directors, Officers and Staff.

Place of Meeting

3.05 The Council of Church Representatives may designate any place, within the County of Harris, State of Texas, as the place of meeting for any annual meeting or for any special meeting. If no designation is made the place of meeting shall be the office of the corporation.

Notice

3.06 Written or printed notice stating the place, day and hour of any meeting of the Council of Church Representatives shall be delivered, either personally or by mail, to each Church Representative entitled to vote at such meeting, not less than five (5) nor more than (50) days before the date of such

meeting, by or at the direction of the President, or the Secretary, or the officers or persons calling the meeting. In case of a special meeting or when required by statute or these bylaws, the purpose or purposes for which the meeting is called shall be stated in the notice. If mailed, the notice of a meeting shall be deemed to be delivered when deposited in the United States mail addressed to the Church Representative at his/her address as it appears on the records of the corporation with postage thereon prepaid.

Quorum

3.07 The Church Representatives entitled to cast one-third (1/3) of votes which may be cast at any meeting shall constitute a quorum at such meeting. Any action passed by a simple majority of the Church Representatives present constituting quorum shall be the action of the Council of Church Representatives unless these bylaws require otherwise. If a quorum is not present at any meeting, a majority of the Church Representatives present may adjourn the meeting from time to time without further notice.

Automatic Termination

3.08 If a Church Representative misses three (3) or more Council meetings (50%) in one (1) calendar year, without ensuring the designated Alternate is in attendance, that Church Representative will be automatically terminated. The Member Church or Associate Member and Church Representative will be notified in writing and the Member Church or Associate Member shall appoint a new Church Representative. The terminated Church Representative may be reinstated by a two-thirds (2/3) vote of the Council of Church Representatives.

ARTICLE 4 BOARD OF DIRECTORS

Membership

4.01 The Board of Directors shall be comprised of the Executive Committee, governed as hereinafter provided, and five (5) At-Large Directors. All Directors must be members of a CCSC Member Church, and no more than two (2) Directors may come from the same church. Each Director shall be entitled to vote in person or by written proxy upon each matter and at each election to come before the Board of Directors. Each member of the Board of Directors shall be required to work a minimum of eight (8) hours per year in any of the corporation's program areas.

Term Limits

4.02 Each At-Large Director shall hold office for a two (2) year term or until his/her earlier death, resignation, retirement, removal, or disqualification, and his/her successor shall have been selected and qualified. When a person has served as an At-Large Director for a full two (2) year term, such person may not serve as an At-Large Director on the Board of Directors for a period of at least one (1) year. So that in ensuing years not all five (5) At-Large Directors will be elected at the same time, in

the initial election, two (2) will be elected for a one (1) year term and three (3) will be elected for a two (2) year term.

Meetings

4.03 The Board of Directors shall meet quarterly and attend the annual meeting of the Council of Church Representatives.

Special Meetings

4.04 Special meetings of the Board of Directors may be called by the President or by not less than one-fourth (1/4) of all Directors.

Place of Meeting

4.05 The Board of Directors may designate any place, within the County of Harris, State of Texas, as the place of meeting for any annual meeting or for any special meeting. If no designation is made the place of meeting shall be the office of the corporation; but if all of the Directors shall meet at any time and place, either within or without the State, and consent to the holding of a meeting, such meeting shall be valid without call or notice, and at such meeting, any corporate action may be taken.

Notice of Meetings

4.06 Written or printed notice stating the place, day, and hour of any meeting of the Board of Directors shall be delivered, either personally or by mail, to each Director entitled to vote at such meeting, not less than five (5) nor more than fifty (50) days before the date of such meeting, by or at the direction of the President, or the Secretary, or the officers or persons calling the meeting. In case of a special meeting or when required by statute or these bylaws, the purpose or purposes for which the meeting is called shall be stated in the notice. If mailed, the notice of a meeting shall be deemed to be delivered when deposited in the United States mail addressed to the Director at his/her address as it appears on the records of the corporation with postage thereon prepaid.

Informal Action by Directors

4.07 Any action required by law to be taken at a meeting of the Board of Directors or any action which may be taken at a meeting of the Board of Directors may be taken without a meeting, if a consent, in writing, setting forth the action so taken, shall be signed by all of the Directors entitled to vote with respect to the subject matter thereof.

Quorum

4.08 The Directors entitled to cast one-third (1/3) of votes which may be cast at any meeting shall constitute a quorum at such meeting. Any action passed by a simple majority of the Directors present constituting a quorum shall be the action of the Board of Directors unless these bylaws require otherwise. If a quorum is not present at any meeting, a majority of the Directors present may adjourn the meeting from time to time without further notice

Proxies

4.09 At any meeting of the Board of Directors, a Director entitled to vote may vote by written proxy. No proxy shall be valid after two (2) months from the date of its execution, unless otherwise provided in the proxy.

Voting

4.10 A quorum being present, all matters presented for action by the Board of Directors shall be approved by a simply majority vote of the Directors. In the event of a tie, the President shall cast the deciding vote.

Liability

4.11 A Director shall not be liable to the corporation or its members for monetary damages for an act or omission in the Director's capacity as a Director, except that this does not authorize the elimination or limitation of the liability of a Director to the extent the Director is found liable for:

- (a) a breach of the Director's duty of loyalty to the corporation or its members;
- (b) an act or omission not in good faith that constitutes a breach of duty of the Director or an act or omission that involves intentional misconduct or a knowing violation of the law,
- (c) a transaction from which the Director received an improper benefit, whether or not the benefit resulted from an action taken within the scope of the Director's office; or
- (d) an act or omission for which the liability of a Director is expressly provided by an applicable statute.

If the Texas Miscellaneous Corporation Laws Act or the Texas Non-Profit Corporation Act is amended, after approval of the foregoing paragraph by the members of the corporation entitled to vote thereon, to authorize action further eliminating or limiting the personal liability of Directors, then the liability of a Director shall be eliminated or limited to the fullest extent permitted by such statutes, as so amended. Any repeal or modification of the foregoing paragraph shall not adversely affect any right or protection of a Director existing at the time of such repeal or modification.

Automatic Termination

4.12 If a Director misses two (2) or more Board of Director meetings (50%) in one calendar year, that Director will be automatically terminated. The Board will appoint another Director to serve the duration of the terminated Director's term. The terminated Director may be reinstated by an affirmative vote of two-thirds (2/3) of the Directors.

ARTICLE 5 OFFICERS

Offices

5.01 The officers of the corporation shall include a President, a President-Elect, a Vice President, a Treasurer, a Secretary, and such additional officers as the Board of Directors may prescribe. No more than two (2) persons from the same Member Church may serve as officers at the same time.

Election and Term of Office

5.02 The officers of the corporation shall be elected annually by the Council of Church Representatives at the November meeting of the Council of Church Representatives. Except as herein provided for the initial election of At-Large Directors, such Directors shall be elected to two (2) year terms by the Council of Church Representatives at its annual November meeting. If the election of officers shall not be held at such meeting, such election shall be held as soon thereafter as convenient. New offices may be created and filled at any meeting of the Board of Directors. Each officer shall hold office for a period of (1) year or until his/her earlier death, resignation, retirement, removal, or disqualification, and his/her successor shall have been elected and qualified. In the event that a person has served as an officer for a period of six (6) consecutive years, such person may not serve as an officer until such person has not been an officer for a period of at least one (1) year.

Removal

5.03 Any officer elected by the Board of Directors may be removed by the affirmative vote of two-thirds (2/3) of all members of the Board of Directors whenever in the Board's judgment the best interests of the corporation would be served thereby

Vacancies

5.04 A vacancy in any office because of death, resignation, disqualification or otherwise, may be filled by the Board of Directors for the unexpired portion of the term.

President

5.05 The President shall be the principal officer of the corporation and shall preside at all meetings of the Executive Committee, Board of Directors and Council of Church Representatives. The President shall serve as an ex officio member of all other committees. The President may sign, with the Secretary or any proper officer of the corporation authorized by the Board of Directors any deeds, mortgages, bonds, contracts, or other instruments which the Board of Directors has authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Board of Directors or by these bylaws or by statute to some other officer or agent of the corporation, and in general, shall perform all duties incident to the office of President and such other duties as may be prescribed by the Board of Directors. The President shall appoint all Standing and Ad Hoc committee chairpersons, and committee members not otherwise appointed by these bylaws, and may assign other duties from time to time to appropriate committees

President-Elect

5.06 In the absence of the President or in the event of the President's inability or refusal to act, the President-Elect shall perform the duties of the President and when so acting shall have all the powers of and be subject to all the restrictions upon the President. The President-Elect shall review all areas related to legal matters and serve on the Finance and Personnel Standing Committees.

Vice President

5.07 The Vice President shall review all areas related to finance and resource development matters. The Vice President shall serve as a member of the Finance and Personnel Standing Committees.

Secretary

5.08 The Secretary shall keep the minutes of the meetings of the Executive Committee and Board of Directors, shall conduct any official correspondence and shall annually review the agency's records and report the results of the review to the Board of Directors.

Treasurer

5.09 The Treasurer shall provide guidance on all funds and accounts of the corporation. The Treasurer shall submit reports of financial matters to the Board of Directors as requested. The Treasurer shall be Chair of the Finance Standing Committee.

ARTICLE 6 EXECUTIVE DIRECTOR

6.01 The Executive Director shall be employed by the Board of Directors and shall be the responsible executive and administrative head of the corporation, subject to the control and direction of the Board; shall have general supervision and charge of all its work; shall attend all meetings of the Executive Committee, the Board of Directors and Council of Church Representatives as well as other committee meetings as necessary; shall have full voting rights and privileges on the Board of Directors; and shall submit such monthly, annual and special reports to the Board of Directors as may be requested. The Executive Director shall appoint and dismiss the staff in conformity with the policies and procedures provided and the appropriations authorized; and shall keep the Board of Directors informed concerning the affairs and activities of the corporation and the Executive Director, and any special problems encountered in the administration thereof. The Executive Director may be removed by the Board of Directors whenever in its judgment the best interests of the corporation would be served thereby, but such removal shall be without prejudice to the contract rights, if any, of the Executive Director so removed.

ARTICLE 7 COMMITTEES

Executive Committee

7.01 The Executive Committee shall consist of all officers, the immediate Past President and the Executive Director. No more than two (2) persons from the same Member Church may serve on the Executive Committee at the same time. The Executive Committee shall (i) serve as a support group for the Executive Director and (ii) be responsible for the preparation and maintenance of job descriptions defining the duties and responsibilities of officers and committees. The President shall serve as chairperson of the Executive Committee. The Executive Committee shall meet at least two (2) times per year or on the call of the President. In special matters needing immediate attention, the Executive Committee shall act for, and have the same authority as, the Board of Directors and shall report its actions to the Board of Directors at the next meeting. All members of the Executive Committee shall be voting members of the Board of Directors by virtue of their service on this committee.

Term Limits

7.02 Each Executive Committee member shall hold office for a period of one (1) year or until his/her earlier death, resignation, retirement, removal, or disqualification, and his/her successor shall have been elected and qualified. The Secretary and Treasurer shall serve for a maximum of two (2) years in their respective positions. In the event that a person has served as a member of the Executive Committee for a period of six (6) consecutive years, such person may not serve on the Executive Committee until such person has not been a member of the Executive Committee for a period of at least one (1) year. This section shall not apply to the Executive Director.

Standing Committees

7.03 The following are Standing Committees of the corporation:

The Finance Committee shall be responsible for approving an annual budget, overseeing the annual audit, and reviewing the monthly financial reports. The chairperson of the Finance Committee shall be the Treasurer of the corporation.

The Personnel Committee shall be comprised of the President, President-Elect, Vice President and Past President. The Past President shall be chairperson of the committee and cast the deciding vote in the event of a tie.

The Azalea Dinner Committee shall plan and execute an annual fundraising dinner.

The Emergency Services Committee shall be responsible for administering emergency assistance of food, clothing, household items and money to the indigent, and, when necessary, shall cooperate with other community groups.

The Jingle Bell Express Committee shall plan and execute a program to provide gifts to children and food to their families at Christmas.

Christian Community Service Center, Inc.
2004 Form 990

The Sunshine Resale Shop Committee shall provide volunteer leadership to increase shop sales. The proceeds of the resale shop shall go into the general fund to operate the programs and services of the corporation as directed by the Board of Directors.

The Back To School Committee shall plan and execute a program to provide school supplies, clothing and books to students Kindergarten through eighth grade.

The JobNet Committee shall be responsible for a program that helps the unemployed or underemployed improve their skills and support them during their job search.

Rules of Procedure

7.04 All Standing Committees shall:

- (a) conduct meetings open to all members of the Board of Directors except those meetings involving personnel matters;
- (b) keep written minutes of all meetings, which shall be available to the Board of Directors, the officers, the Executive Director, and Executive Committee;
- (c) convene at least twice (2) a year;
- (d) strive to have at least one member of the Council of Church Representatives among its active membership, except for the Personnel and Executive Committees;
- (e) be responsible for the recruiting and training of volunteers to perform its specific duties;
- (f) advise the Board of Directors on the adoption of policies and procedures to be followed in the execution of its responsibilities;
- (g) approve all actions by a simple majority vote of a quorum.

Nominating Committee

7.05 The President shall appoint a Nominating Committee comprised of five (5) members. The Nominating Committee shall be responsible for the selection of a slate of officers and Directors of the corporation to be presented at the September meeting of the Council of Church Representatives. The election of officers and At-Large Directors will occur at the November meeting of the Council of Church Representatives. The membership of the Nominating Committee shall include the immediate Past President of the corporation as chairperson. The current Board President shall appoint two (2) At-Large Members from the Council of Church Representatives, one (1) clergy member of a Member Church and one (1) Director to serve on the committee. No two (2) members of the Nominating Committee may represent the same Member Church. Member Churches shall have the opportunity to suggest names of possible Directors and officers. It is the responsibility of the Nominating Committee to ensure a diversity of Member Churches and denominations serve on the Board of Directors from year to year.

Other Committees

7.06 The Board of Directors may create other committees as required.

Chairperson

7.07 The President shall appoint and remove the chairperson and the members of each Standing Committee, provided that each committee chairperson is a member of a Member Church. It is the right and responsibility of an incoming President to appoint his/her own chairpersons. The term of office for each Standing Committee chairperson shall be two (2) years.

Vice Chair

7.08 The President shall appoint a Vice Chairperson to each Standing Committee by the second (2nd) year of the current Chairperson's term. The Vice Chair shall serve for a period of one (1) year and then assume the role of Chairperson. The Vice Chair must be a member of a Member Church. This section shall not apply to the Finance Committee because the Nominating Committee recommends the Chair of the Finance Committee.

Term of Office

7.09 Each member of a Standing Committee shall serve for a period of three (3) years, unless the committee shall be terminated, such member be removed from such committee, or such member shall cease to qualify as a member thereof.

Vacancies

7.10 Vacancies in the membership of any committee may be filled by appointments made in the same manner as provided in the case of the original appointments.

Quorum

7.11 Unless otherwise provided by the Board of Directors, a quorum of any committee shall be defined as one-third (1/3) of the committee membership or three (3) members, whichever is greater. Any action passed by a simple majority of the members present constituting a quorum shall be the action of the committee.

Rules

7.12 Each committee may adopt rules for its own government not inconsistent with these bylaws or with rules adopted by the Board of Directors.

ARTICLE 8 CONTRACTS, CHECKS, DEPOSITS, AND FUNDS

Contracts

8.01 The Board of Directors 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.

Checks and Drafts

8.02 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 Board of Directors. In the absence of such determination by the Board of Directors, such instruments shall be signed by any two of the following: President, Vice President, Secretary, Treasurer, and Executive Director.

Deposits

8.03 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 Board of Directors may select.

Gifts

8.04 The Board of Directors may accept on behalf of the corporation any contribution, gift, bequest, or devise for the general purposes or for any special purpose of the corporation.

ARTICLE 9 BOOKS AND RECORDS

9.01 The corporation shall keep correct and complete books and records of accounts and shall also keep minutes of the proceedings of its Board of Directors, and committees, and shall keep at the registered or principal office a record giving the names and addresses of the Directors. All books and records of the corporation may be inspected by any Member Church or any Director for any proper purpose at any reasonable time.

ARTICLE 10 FISCAL YEAR

10.01 The fiscal year of the corporation shall begin on the first (1st) day of January and end on the last day in December in each year.

ARTICLE 11
WAIVER OF NOTICE

11.01 Whenever any notice is required to be given under the provisions of the Texas Non-Profit Corporation Act or under the provisions of the articles of incorporation or the bylaws of the corporation, a waiver thereof in writing signed by the person or persons entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice.

ARTICLE 12
AMENDMENTS TO BYLAWS

12.01 These bylaws may be altered, amended, or repealed and new bylaws may be adopted by a two-thirds (2/3) majority of the Directors constituting a quorum at any regular meeting, or at any special meeting, if at least ten (10) days written notice is given of an intention to alter, amend, or repeal these bylaws or to adopt new bylaws at such meeting.

I, Carol K. Banks, the undersigned, Secretary of Christian Community Service Center, hereby certify that the Board of Directors of the corporation adopted these Amended and Restated Bylaws of the corporation at a meeting held in Houston, Texas, on the 25th day of October, 2004.

Carol K. Banks
Secretary
Christian Community Service Center

Application for Extension of Time to File an Exempt Organization Return

Department of the Treasury
Internal Revenue Service

File a separate application for each return.

- If you are filing for an **Automatic 3-Month Extension**, complete only Part I and check this box.
 - If you are filing for an **Additional (not automatic) 3-Month Extension**, complete only Part II (on page 2 of this form).
- Do not complete Part II unless you have already been granted an automatic 3-month extension on a previously filed Form 8868.**

Part I Automatic 3-Month Extension of Time – Only submit original (no copies needed)

Form 990-T corporations requesting an automatic 6-month extension – check this box and complete Part I only

All other corporations (including Form 990-C filers) must use Form 7004 to request an extension of time to file income tax returns. Partnerships, REMICs and trusts must use Form 8736 to request an extension of time to file Form 1065, 1066, or 1041.

Electronic Filing (e-file). Form 8868 can be filed electronically if you want a 3-month automatic extension of time to file one of the returns noted below (6-months for corporate Form 990-T filers). However, you cannot file it electronically if you want the additional (not automatic) 3-month extension, instead you must submit the fully completed signed page 2 (Part II) of Form 8868. For more details on the electronic filing of this form, visit www.irs.gov/efile.

Type or print File by the due date for filing your return. See instructions.	Name of Exempt Organization Christian Community Service Center, Inc.	Employer identification number 74-2128141
	Number, street, and room or suite number. If a P.O. box, see instructions 3230 Mercer	
	City, town or post office. For a foreign address, see instructions Houston, TX 77027	state ZIP code

Check type of return to be filed (file a separate application for each return):

<input checked="" type="checkbox"/> Form 990	<input type="checkbox"/> Form 990-T (corporation)	<input type="checkbox"/> Form 4720
<input type="checkbox"/> Form 990-BL	<input type="checkbox"/> Form 990-T (section 401(a) or 408(a) trust)	<input type="checkbox"/> Form 5227
<input type="checkbox"/> Form 990-EZ	<input type="checkbox"/> Form 990-T (trust other than above)	<input type="checkbox"/> Form 6069
<input type="checkbox"/> Form 990-PF	<input type="checkbox"/> Form 1041-A	<input type="checkbox"/> Form 8870

The books are in the care of Michelle Shonbeck

Telephone No 713-961-3993 FAX No _____

- If the organization does not have an office or place of business in the United States, check this box.
- If this is for a **Group Return**, enter the organization's four digit Group Exemption Number (GEN) _____. If this is for the **whole group**, check this box . If it is for part of the group, check this box and attach a list with the names and EINs of all members the extension will cover.

1 I request an automatic 3-month (6-months for a **Form 990-T corporation**) extension of time until 8/15, 2005 to file the exempt organization return for the organization named above. The extension is for the organization's return for

- calendar year 2004 or
- tax year beginning _____, 20____, and ending _____, 20____

2 If this tax year is for less than 12 months, check reason. Initial return Final return Change in accounting period

3a If this application is for Form 990-BL, 990-PF, 990-T, 4720, or 6069, enter the tentative tax, less any nonrefundable credits. See instructions. \$ _____ 0.

b If this application is for Form 990-PF or 990-T, enter any refundable credits and estimated tax payments made. Include any prior year overpayment allowed as a credit. \$ _____ 0.

c **Balance Due.** Subtract line 3b from line 3a. Include your payment with this form, or, if required, deposit with FTD coupon or, if required, by using EFTPS (Electronic Federal Tax Payment System) See instructions. \$ _____ 0.

Caution. If you are going to make an electronic fund withdrawal with this Form 8868, see Form 8453-EO and Form 8879-EO for payment instructions

BAA For Privacy Act and Paperwork Reduction Act Notice, see instructions.

Form 8868 (Rev 12-2004)

- If you are filing for an **Additional (not automatic) 3-Month Extension**, complete only Part II and check this box X
- If you are filing for an **Automatic 3-Month Extension**, complete only Part I (on page 1).

Part II Additional (not automatic) 3-Month Extension of Time – Must File Original and One Copy.

Type or print	Name of Exempt Organization Christian Community Service Center, Inc.	Employer identification number 74-2128141	
	Number, street, and room or suite number, if a P.O. box, see instructions. 3230 Mercer		For IRS use only
	City, town or post office, state, and ZIP code. For a foreign address, see instructions Houston, TX 77027		

Check type of return to be filed (File a separate application for each return):

<input checked="" type="checkbox"/> Form 990	<input type="checkbox"/> Form 990-T (section 401(a) or 408(a) trust)	<input type="checkbox"/> Form 5227
<input type="checkbox"/> Form 990-BL	<input type="checkbox"/> Form 990-T (trust other than above)	<input type="checkbox"/> Form 6069
<input type="checkbox"/> Form 990-EZ	<input type="checkbox"/> Form 1041-A	<input type="checkbox"/> Form 8870
<input type="checkbox"/> Form 990-PF	<input type="checkbox"/> Form 4720	

STOP: Do not complete Part II if you were not already granted an automatic 3-month extension on a previously filed Form 8868.

- The books are in care of **Michelle Shonbeck**
Telephone No. **713-961-3993** FAX No. _____
- If the organization does **not** have an office or place of business in the United States, check this box
- If this is for a **Group Return**, enter the organizations four digit Group Exemption Number (GEN) _____ . If this is for the whole group, check this box . If it is part of the group, check this box and attach a list with the names and EINs of all members the extension is for.

4 I request an additional 3-month extension of time until 11/15, 2005.

5 For calendar year 2004, or other tax year beginning _____, 20____, and ending _____, 20____.

6 If this tax year is for less than 12 months, check reason: Initial return Final return Change in accounting period

7 State in detail why you need the extension Taxpayer respectfully requests additional time to gather information necessary to file a complete and accurate tax return.

8a If this application is for Form 990-BL, 990-PF, 990-T, 4720, or 6069, enter the tentative tax, less any nonrefundable credits. See instructions. \$ _____

b If this application is for Form 990-PF, 990-T, 4720, or 6069, enter any refundable credits and estimated tax payments made. Include any prior year overpayment allowed as a credit and any amount paid previously with Form 8868. \$ _____

c Balance Due. Subtract line 8b from line 8a. Include your payment with this form, or, if required, deposit with FTD coupon or, if required, by using EFTPS (Electronic Federal Tax Payment System). See instructions. \$ _____

Signature and Verification

Under penalties of perjury, I declare that I have examined this form, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete, and that I am authorized to prepare this form.

Signature [Signature] Title CPA Date 8/12/05

Notice to Applicant – To be Completed by the IRS

We have approved this application. Please attach this form to the organization's return.

We have not approved this application. However, we have granted a 10-day grace period from the later of the date shown below or the due date of the organization's return (including any prior extensions). This grace period is considered to be a valid extension of time for elections otherwise required to be made on a timely filed return. Please attach this form to the organization's return.

We have not approved this application. After considering the reasons stated in item 7, we cannot grant your request for an extension of time to file. We are not granting a 10-day grace period.

We cannot consider this application because it was filed after the extended due date of the return for which an extension was requested.

Other _____

EXTENSION APPROVED
AUG 29 2005

Director _____ By _____ Date _____

Alternate Mailing Address – Enter the address if you want the copy of this application for an additional 3-month extension to be returned to an address different than the one entered above.

Type or print	Name Blazek & Vetterling LLP
	Number and street (include suite, room, or apartment number) or a P.O. box number 2900 Wesleyan, Suite 200
	City or town, province or state, and country (including postal or ZIP code) Houston, TX 77027-5132