

Real Hope Community Church of The Christian and Missionary Alliance

BYLAWS

ARTICLE I NAME

The official name which this church is organized is Real Hope Community Church of The Christian and Missionary Alliance, Lacey Washington. For convenience, it may be called Real Hope Community Church, (or RHCC).

ARTICLE II RELATIONSHIP

The Church is an integral part of the district, national, and worldwide fellowship of The Christian and Missionary Alliance and is united in governance, fellowship, and service in order to promote unity of faith in the fullness of Jesus Christ as Savior, Sanctifier, Healer, and Coming King, and to facilitate the spread of the gospel at home and abroad under the guidance of the Holy Spirit. The Church is organized and shall be operated exclusively as a member church of The Christian and Missionary Alliance, a church denomination which operates legally as a Colorado nonprofit corporation (the "C&MA"). Accordingly, the Church shall operate under the sole ecclesiastical authority of, and be subject to the usages, doctrines and teachings of, the C&MA as set forth in The Manual of The Christian and Missionary Alliance; as such, the manual may be amended from time to time by the C&MA (the "Manual").

ARTICLE III MEMBERSHIP

Section 1. Responsibility

The responsibilities of membership are:

To pursue a Christ-like life; to protect the unity of the church; to share in the responsibility through prayer, service, and financial support; to regularly participate in the life of the church, and to be accountable to the leadership of the church.

Section 2. Application for Membership.

The Board of Elders shall be responsible for the process of receiving new members into the church ensuring that they understand the commitment and meet the qualifications for membership as stated in **Uniform Constitution for Accredited Churches of The Christian and Missionary Alliance** (The Constitution).

Section 3. Membership Roll.

The membership roll shall be kept in two parts:

- A. Active Members: those consistently involved in the life and ministry of the church.
- B. Associate Members: those who, although not actively involved, wish to retain membership in their “home church.” (Associate members might include those who are homebound, away at school, serving in the armed forces, or on missionary assignment.) Associate members may not debate or vote in congregational meetings. They shall not be counted in quorums.

The Board of Elders shall:

1. Review the list of members at least 60 days before the annual meeting.
2. Contact members not active in the life of the church for more than one year and attempt to restore them to active fellowship.
3. Drop from membership (if the majority of the **committee** **Elders** agrees) those not wishing to return to the fellowship.
4. Notify by letter, each person dropped from membership. The letter shall include the reason for the action.

ARTICLE IV **ORDINANCES (See The Constitution)**

ARTICLE V **GOVERNMENT**

Section 1. Annual Meeting.

The annual meeting shall be held each January. The Governing Board, at its monthly meeting in October, shall set the annual meeting date and announce it no later than the end of November. This meeting constitutes the regular meeting of the corporation.

Section 2. Special Meetings.

The Governing Board may call a special business meeting with at least one week's notice. The notice shall include the reason for the meeting. Any church member may ask the Governing Board to call a special meeting. The Governing Board may grant or deny the request.

Section 3. Quorum.

Unless at least half the active members attend a business meeting (including the Annual Meeting), no official action may occur. A simple majority of those in attendance is required for passage of all business. Voting by proxy is not permitted.

Section 4. Fiscal Year.

The fiscal year shall begin January 1 and end December 31.

ARTICLE VI GOVERNANCE AUTHORITY

Section 1. General.

The Governing Board shall be considered the Board of Directors for the purposes of all laws of incorporation of the State of Washington. It shall exercise all other powers conferred by applicable laws. The Governing Board is the Governance Authority at RHCC in conformity with The Constitution (C&MA), and shall be responsible for the affairs of the church between Annual Meetings.

Section 2. Governing Board Membership.

Members of the Governing Board shall include the Senior Pastor and non-paid members of RHCC who are recognized as gifted and qualified to lead and who are serving in a ministry of the church. The Governing Board shall include a majority of Elders and may include other qualified men and women. The number of Governing Board members shall be no less than five and no more than nine. The Governing Board shall determine annually the number of members needed and shall communicate that number to the Nominating Committee.

The Elder Board shall annually appoint Elders who shall serve on the Governing Board. The Chairman of the Governing Board may appoint any standing Elder to serve as a substitute when necessary ~~in order~~ to maintain the Elder majority.

Section 3. Governing Board Voting Members

Voting members of the Governing Board shall at a minimum include the Senior Pastor, Treasurer, or if absent, Assistant Treasurer, Elders, (minimum required to constitute an Elder majority of the board), Member(s) at large(non-Elder). The Governing Board may call ministry leaders and staff to provide input on a non-voting basis.

Section 4. Terms of Governing Board Service

Each Governing Board member, except the Senior Pastor, will serve a term of one year. The Member(s) at large may serve up to three one-year consecutive terms.

Section 5. Governing Board Functions.

The Governing Board:

1. May not take official action unless a simple majority is present. Passage of any official action shall require at least a simple majority.
2. May fill any vacancies in its ranks that occur between Annual Meetings. It may also fill vacancies on other boards or committees except Elders.
3. May, to meet special needs, appoint committees not named in the bylaws or The Constitution. In such cases, the Governing Board shall decide committee roles, size, and terms of membership.
4. May in property sales and purchases, approve spending no more than **\$5000**. **\$10,000**. Any larger amount requires approval of the church membership.
5. May set up policy and procedures for the day to day operation of the church.

The Governing Board is entrusted by the membership with the governance of the Church. The ministry outcomes/objectives are accompanied by an annual budget that is approved by the Governing Board. It is the responsibility of the Governing Board to protect and insure ministry outcomes are being accomplished by the Senior Pastor through ministry leaders and staff.

Other eligible members of the pastoral staff may be elected to serve as elders but may not serve on the Governing Board.

Meetings of the Governing Board are open to all members except when the Board is addressing confidential issues.

ARTICLE VII OFFICERS

Church officers shall include the Senior Pastor, Secretary, Treasurer and Assistant Treasurer. Each elected officer shall serve a term of one year and may be reelected with no break in service. For the purposes of state law a Vice President shall be appointed by the Governing Board from among the Board members.

ARTICLE VIII PASTORAL STAFF

The Governing Board shall hold the Senior Pastor responsible for providing leadership toward the fulfillment of the Biblical purposes and specific vision of RHCC. The Senior Pastor is responsible to the Governing Board for leading and giving oversight to the ministries of RHCC, will be expected to uphold the Biblical requirements of his office as an Elder and shall provide oversight and management of the Church, staff and care of its members.

The Senior Pastor is responsible for the hiring and dismissal of paid staff. The Senior Pastor or his designate is responsible to supervise, evaluate, and manage the activities of the paid staff and ministry leaders of RHCC.

Trustees, Deacons, Deaconesses, Elders, and other ministries/officers prescribed by The Constitution are ultimately accountable to the Senior Pastor or his designate, for the purpose of fulfilling the mission, vision, and purposes of RHCC.

ARTICLE IX **DUTIES OF CHURCH OFFICERS**

Section 1. Treasurer

The Treasurer shall maintain separate records for at least these funds:

1. General Fund--to meet the operating expenses of the church.
2. Great Commission Fund—To support the work of The Christian and Missionary Alliance missionaries worldwide.
3. **Maintain separate records of individual giving for each regular attender.**
4. **Keep these records strictly confidential.**
5. **Permit any person to review his or her giving record.**
6. **Pass-through fund donations outside the church require Governing Board approval.**

The Treasurer shall verify receipts issued to donors by the Assistant Treasurer.

Section 2. Assistant Treasurer.

The Assistant Treasurer shall:

1. **Maintain separate records of individual giving for each regular attender.**
2. **Keep these records strictly confidential.**
3. **Permit any person to review his or her giving record.**
4. Issue a yearly receipt to each donor.
5. Serve on the Governing Board in the absence of the Treasurer.
6. Assist Treasurer as required in the performance of their duties.

ARTICLE X **COMMITTEES AND ORGANIZATIONS**

Section 1. Elders.

Each Elder must be an active member in good standing. He must show maturity in the qualities listed in 1 Timothy 3:1-7 and Titus 1:6-9.

Section 2. Board of Elders

The Senior Pastor and all elected Elders shall make up the Board of Elders. This board shall elect its own leadership. The Board of Elders shall supply to the Nominating Committee the names of all candidates for Elder, Deacon and Deaconess. Elders shall serve a one year term and may be reelected with no break in service.

The Board of Elders may ask for the resignation of an Elder. Disciplinary removal of an Elder shall require a majority vote of the Board of Elders. These actions shall only be undertaken after consultation with the District Superintendent and notification to the Governing Board.

Section 3. Elder Apprentices

Each Elder Apprentice must be a member in good standing. His life and ministry must be demonstrating a shepherd-heart and growth towards the qualities listed in 1 Timothy 3:1-7 and Titus 1:6-9. He shall serve a one year term, after which he may be considered for election as a Elder. He may serve no more than two consecutive in this training role. An Elder Apprentice may participate fully in all Elder meetings. He may carry out all Elder roles provided he is acting under the supervision of one or more Elders. In any process of church discipline, the Elders shall decide on a case by case basis whether it is appropriate to include or exclude Elder Apprentices.

Section 4. Deacon and Deaconess

Deacons and Deaconesses shall assist the Elders in tending to the needs of the congregation. Deacons and Deaconesses shall be elected annually by the congregation and shall serve a one-year term and may be reelected with no break in service. They shall be members on good standing. They shall show maturity in the qualities listed in I Timothy 3:8-13

Section 5. Missions Committee

The Missions Committee shall organize such activities to promote involvement in worldwide missions including organizing the annual missions conference, encouraging prayer, and recruiting men and women for home and foreign mission ministry. Where there is no Missions Committee, the Governing Board shall assume responsibility for this ministry until such as elected or appointed.

ARTICLE XI

MISSIONS MOBLIZATION (See The Constitution)

ARTICLE XII

DISCIPLEMAKING MINISTRIES (See The Constitution)

ARTICLE XIII

PROPERTY AND RECORDS

Section 1. Trustees

For the purposes of the State of Washington, the Governing Board shall serve as the Trustees. As such, The Governing Board shall have legal authority to act for the church in matters concerning real and personal property. The Governing Board shall keep records to document its actions.

ARTICLE XIV. NOMINATING COMMITTEE.

Each November at a special business meeting two members shall be elected to the five member Nominating Committee. This committee shall choose a chairperson from among its own members.

The Nominating Committee shall:

1. Select candidates for all elected offices except Elders, Elder Apprentices, Deacons and Deaconess. Names for all candidates for Elder, Elder Apprentices, Deacons and Deaconess will come from the Board of Elders.
2. Make certain each candidate is willing to serve.
3. List the candidates on the church bulletin board and in the bulletin at least two weeks before the Annual Meeting.
4. Invite and consider other nominations from church members. These nominations must be submitted in writing at least one week before the Annual Meeting. The Nominating Committee shall approve or deny any written nomination.

ARTICLE XV. ELECTIONS (See The Constitution)

ARTICLE XVI. BYLAWS

The church membership may amend these bylaws at any annual meeting or special business meeting. Any proposed amendments must be posted at least two consecutive Sundays before the business meeting. Minor revisions not affecting theology, ministry philosophy or overall structure of governance shall be made at the discretion of the Governing Board (e.g. rewording for clarification of ideas considered confusing, updating legal provisions, adding scriptural references) provided the Membership is notified at the next Annual Meeting.

RHCC = Real Hope Community Church.

Governing Board is the same as Governance Authority.

C&MA is the same as Christian and Missionary Alliance.

Alliance is the same as Christian and Missionary Alliance.

Senior Pastor = Lead Pastor

Words highlighted:

Yellow - deleted

Green – added

Red – changed format (no additions or deletions)