

Alliance Community Church

Church Bylaws

(Passed on January 24, 2016)

PREAMBLE

At Alliance Community Church, we are committed to equip believers to mature in their relationship with Jesus Christ, to enter into authentic community, and to be the testimony of God's grace in the world.

ARTICLE I NAME

The official name under which this church is incorporated is Alliance Community Church of The Christian and Missionary Alliance. The principle office of the church shall be at 5610 Lahmeyer Road, Fort Wayne, Indiana 46835.

ARTICLE II RELATIONSHIP

This church is connected with and subordinate to its parent religious organization, The Christian and Missionary Alliance, a Colorado nonprofit corporation. In consideration of the mutual benefits generated and derived from this relationship, and understanding that The Christian and Missionary Alliance is relying hereon in agreeing to initiate or continue such relationship.

- A. LAY DELEGATE(S) TO GENERAL COUNCIL. Pursuant to Article VI, Section 6.2, paragraph A, Bylaws of The Christian and Missionary Alliance, lay delegates to General Council shall be appointed annually by the board of elders. The delegate(s) shall be certified by the district appointed lead pastor and reported to the proper authority upon request. The option to send lay delegate(s) is at the discretion of the board of elders.
- B. LAY DELEGATE(S) TO DISTRICT CONFERENCE. Pursuant to Article II, Section 1, paragraph a, Uniform Constitution for Districts of The Christian and Missionary Alliance, lay delegates to District Conference shall be appointed annually by the board of elders. The delegate(s) shall be certified by the district appointed lead pastor and reported to the proper authority upon request. The option to send lay delegate(s) is at the discretion of the board of elders.

ARTICLE III MEMBERSHIP

Qualifications for membership shall consist of:

1. Confession of faith in Jesus Christ and evidence of regeneration.
2. Belief in God the Father, Son, and Holy Spirit; in the verbal inspiration of the Holy Scriptures as originally given; in the vicarious atonement of the Lord Jesus Christ; in the eternal salvation of all who believe in Him and eternal punishment of all who reject Him.
3. Acceptance of the doctrines of the Lord Jesus Christ as Savior, Sanctifier, Healer, and Coming King.
4. Full sympathy with the principles and objectives of The Christian and Missionary Alliance and cooperation by systematic support of its work.
5. Such other qualifications for membership as may be stated in the Bylaws.

A. APPLICATION FOR MEMBERSHIP.

1. Applicants shall fill out the C&MA membership application form and then meet with the elder appointed staff pastor and the other elders to give their personal testimony of conversion and commitment to this church. The elder appointed staff pastor and the other elders shall then act upon the applications. They shall also act upon requests for membership transfers from other Alliance churches.
2. Applicants who are 18 and older may be accepted into membership of the church upon approval by the board of elders.
3. All applicants will be required to complete the membership course provided by the Christian and Missionary Alliance.

B. TYPES OF MEMBERSHIP.

1. Active Membership. Active members shall consist of those members who adhere to the conditions stated in the Constitution and Bylaws, and are regularly attending and financially supporting the ministries of this church.
2. Inactive Membership.
 - a. Those who have permanently moved from the community, but have not transferred their membership to another church shall be placed on the inactive membership list. A letter shall be sent informing them of this action.
 - b. Those, who for any cause, except physical disability or who are temporarily absent from the community, have absented themselves from the regular services of this church for one year or more, shall be placed on the inactive membership list. A letter shall be sent informing them of this action.
 - c. An inactive member may be placed on the active membership list again by request to and approval of the board of elders.
 - d. Inactive members shall not be eligible to vote on any Question.
 - e. People who request that their membership be terminated shall immediately be removed from the membership rolls.
3. Honorary Membership. Members of Alliance Community Church called into full-time Christian service at home or abroad, may retain their membership in the church as Honorary Members. Active members who are unable to attend regularly because of furthering their education or military service may apply, in writing, to the board of elders for reclassification as Honorary Members.

- ## C. MEMBERSHIP LIST.
- The membership list shall be examined each year by the board of elders one month prior to the annual congregational meeting so that the church will have an updated membership list. After efforts have been made to contact inactive members as to their relationship to the church, the board of elders shall have the power to remove inactive members from the rolls who have exceeded the one-year mark or to extend the inactive status for another year. A letter shall be sent to the member concerned informing him/her of this action.

- D. VOTING PRIVILEGES. Only active members are eligible to vote. Each member is entitled to one vote. Inactive members do not have the privilege of voting. Honorary members who may be attending the church at the time a meeting of the membership is scheduled may apply, in writing to the board of elders prior to such a meeting, for the right to vote.
- E. TRANSFER OF MEMBERSHIP. Upon request, members in good standing may be granted a letter of transfer to other evangelical bodies upon approval of the board of elders.

ARTICLE IV GOVERNMENT

A. ANNUAL CONGREGATIONAL MEETING.

1. The annual congregational meeting shall be held on the last Sunday of January of each year. The board of elders shall determine the actual time and location. The board of elders also shall have the authority to change this in a given year when necessary.
2. Annual reports are to be submitted by the pastor(s), elders, secretary, treasurer, and others as deemed necessary by the board of elders. The board of elders shall also determine the method of reporting.
3. Those to be elected at the Annual Meeting shall be the elders (see Article XIV of the constitution). All other ministry positions shall be determined and appointed by the board of elders at their first meeting following the annual congregational meeting. This authorization does not apply to other positions that may become necessary and require election by constitutional authority.
4. Nominating Committee.
 - a. At least one month prior to the annual meeting a nominating committee shall be formed, consisting of the elder appointed staff pastor and four members all of whom shall be active members of Alliance Community Church. Two shall be elected by the board of elders from the board of elders, and two shall be elected by the membership of the church at a special meeting.
 - b. The nominating committee shall meet for the purpose of presenting one name for each position to be filled at the annual meeting. The positions for which names shall be submitted are the members of the board of elders, deacon board and deaconess board. The results of the nominating committee shall be published in the bulletin at least two weeks prior to the annual meeting.
5. Elections.
 - a. All persons nominated for any elected position shall be active members of Alliance Community Church and shall satisfy the scriptural standards for church leadership.
 - b. Nominations From The Membership: Any active member of the membership may nominate any person for an elected position according to the following:
 - 1) The member wishing to place someone in nomination must contact and obtain permission from the person to be nominated and receive assurance that the person will allow his/her name to be considered.

- 2) The member wishing to place the name in nomination will then submit the name to the Nominating Committee, in writing, within 7 days following the annual election of the Nominating Committee.
 - 3) The Nominating Committee will satisfy itself that the person to be nominated meets the criteria of the Constitution and Bylaws for holding elected office.
 - 4) The Nominating Committee may consider the person to be nominated as their nominee if so desired. The Nominating Committee may also elect NOT to consider the person as their nominee.
 - 5) Once the Nominating Committee has completed its work and rendered its report, an OFFICIAL BALLOT will be prepared for use at the annual meeting. The Official Ballot will contain the names as a slate as presented for each position by the Nominating Committee.
 - 6) There will be no nominations received from the floor during the election process.
- c. Plurality: Where required, the election shall be based on the rule of plurality.
 - d. Assumption of office. Persons elected shall assume the responsibilities of the position to which they were elected at 12:00 a.m. the day following the date on which the election was held.
- B. SPECIAL CONGREGATIONAL MEETINGS. When determined appropriate by the board of elders, special congregational meetings may be called. Notice of it shall be placed in the bulletin for two consecutive weeks prior to the date of the meeting.
- C. AUTHORITY. Robert's Rules of Order shall govern all matters of church business.
- D. QUORUM. A quorum of any properly called congregational business meeting shall consist of those members who are present.
- E. TERM OF OFFICE.

Board of Elders

1. Elected members of the board of elders shall serve for a period of two years and shall commence office immediately following the election process. They may not serve more than three two-year terms in succession.
2. The board of elders shall have the authority to appoint qualified persons to fulfill unexpired terms of those elected persons as necessary.

Deacon Board

1. If the board of elders establishes a deacon board, elected members of the deacon board shall serve a period of two years and shall commence office immediately following the election process. They may not serve more than three two-year terms in succession.
2. The board of elders shall have the authority to appoint qualified persons to fulfill unexpired terms of those elected persons as necessary.

Deaconess Board

1. If the board of elders establishes a deaconess board, elected members of the deaconess board shall serve a period of two years and shall commence office immediately following the election process. They may not serve more than three two-year terms in succession.
2. The board of elders shall have the authority to appoint qualified persons to fulfill unexpired terms of those elected persons as necessary.

ARTICLE V THE CHURCH GOVERNANCE AUTHORITY

- A. **NAME.** The governance authority of Alliance Community Church shall be known as the Board of Elders.
- B. **NUMBER.** The number serving as the Board of Elders shall be no less than four and no more than 12, including the district appointed lead pastor.
- C. **COMPOSITION.** By default and unless otherwise separated, the Board of Elders are the Board of Directors. The Board of Directors shall consist of the district appointed lead pastor, vice chairman, secretary, treasurer and one other elder. The Board of Directors is established in compliance with the Articles of Incorporation of Alliance Community Church to satisfy the ordinances of that legal entity. The members shall be selected by the Board of Elders from its membership. The district appointed lead pastor shall be chairman or, at his request, the Board of Elders shall elect an elder as chairman.
- D. **QUALIFICATIONS.** The qualifications for elders are set out in 1 Timothy 3:1-7, 5:17-22, Titus 1:6-9, and 1 Peter 5:1-3. Further, each must be an active member of this church.
- E. **DUTIES.** The duties of leaders are set forth in the Constitution, these Bylaws, and position descriptions adopted by the board of elders.
- F. **QUORUM.** A quorum for the legal conduct of business shall be the majority of the board membership.
- G. **FREQUENCY OF MEETINGS.** Meetings of the board of elders shall be held monthly.

ARTICLE VI PASTORAL STAFF

- A. **STAFF SALARIES AND BENEFITS.**
 1. Staff salaries and benefits shall be presented to the congregation for approval at the annual congregational meeting through the report of the treasurer. The board of elders may consult with the District Superintendent as may be deemed necessary in making the appropriate recommendations.
 2. Vacations, pulpit supply, etc. of the pastor(s) shall be determined by the board of elders.

ARTICLE VII DUTIES OF CHURCH OFFICERS

- A. **SECRETARY.** The elected secretary shall attend and keep the minutes of all congregational meetings and board of elders meetings.
- B. **VICE CHAIRMAN.** The vice chairman of the board of elders shall be elected from among the membership of the board of elders. He shall perform the duties and responsibilities of the chairman whenever the chairman is absent. The election of the vice chairman shall take place at the first meeting of the board of elders following the annual meeting. The secretary shall not be eligible for the position of vice chairman.

ARTICLE VIII COMMITTEES AND ORGANIZATIONS

Section 1. Elders. The elders shall be male members of this church and shall be elected as specified in the church Bylaws. With authority from Christ the Chief Shepherd and confirmed by the church membership, the district appointed lead pastor and the other elders are the highest level of servant leadership in the local church. As undershepherds, elders shall serve with the district appointed lead pastor to oversee the local church and its ministries to accomplish Christ's mission. They shall be the Committee on Discipline in accordance with the Uniform Policy on Discipline, Restoration, and Appeal of The Christian and Missionary Alliance.

Section 2. Deacons. The deacons shall be male members of this church and shall be elected by the congregation. The number of deacons serving on the deacon board shall not be less than three and may not be more than six. The term of office may not be more than three two-year terms in succession. The deacons shall have charge of the church ministries that are appointed by the board of elders.

Section 3. Deaconesses. The deaconesses shall be female members of this church and shall be elected by the congregation. The number of deaconesses serving on the deaconess board shall not be less than three and may not be more than six. The term of office may not be more than three two-year terms in succession. The deaconesses shall have charge of the church ministries that are appointed by the board of elders.

Section 4. Missions Committee. A Missions Committee Chairperson shall be appointed by the board of elders. He or she will oversee the members of the Missions Committee. The purpose of the committee is to assist the elder appointed staff pastor in administering the year-round missions program, planning and promoting the annual missions conference, recruiting candidates, and promoting the financial and prayer support of the worldwide ministry of The Christian and Missionary Alliance.

Section 5. Sunday School. The church shall have a Sunday School or comparable discipling ministry. The mission of discipling ministries is to bring people to a saving knowledge of Christ, teach biblical principles emphasizing missions and the centrality of Christ as Savior, Sanctifier, Healer and Coming King, and equip people for evangelism and Christian service.

Section 6. Alliance Women - in Missions and Prayer. The church may establish an Alliance Women's group. They shall be organized according to the Alliance Women's Local Constitution as contained in the *Manual of the Christian and Missionary Alliance*. The mission of the Alliance Women is to support and pray for the Alliance missionaries and their ministries.

Section 8. Youth Council. A Youth Council may be appointed by the board of elders. The Youth Council will evaluate, initiate, and coordinate the activities of all youth ministries sponsored by the church. It will be responsible to the board of elders.

ARTICLE IX BYLAWS

Local Bylaws not in conflict with the provisions of the constitution or the laws of the state may be adopted by a duly called meeting of the church. A copy of such Bylaws shall be filed with the district superintendent.

ARTICLE X AMENDMENTS

BYLAW AMENDMENTS. These Bylaws may be amended by a two-thirds majority of the votes cast at any official congregational meeting of the congregation.