

**NORTHWEST MINISTRY NETWORK**  
**RECOMMENDED BYLAWS**  
 for  
**General Council Affiliated Churches**  
**BAYSIDE CHURCH – 11.3.23**

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**BYLAWS  
FOR  
Bayside Church**

**PREAMBLE**

***NOTE:** This Preamble can be used as is, or edited according to your own local church interests. It may or refer to your own beginnings as a church, mission statement, or core values.*

For the purpose of establishing and maintaining a place for the worship of Almighty God, our Heavenly Father; to provide for Christian fellowship for those who have made a profession of faith in and are following Jesus Christ; to assume our share of responsibility for evangelism and the privilege of propagating the gospel of Jesus Christ by all available means, both at home and in foreign lands; to train and equip fully developed disciples and followers of Jesus Christ, and to serve our community and minister with the love and compassion of Jesus Christ; we, whose names appear on the membership roster under the below date, do hereby recognize ourselves as a local, General Council affiliated church as defined in corresponding General Council of the Assemblies of God (Springfield, MO) Constitution and Bylaws and Bylaws of the Northwest Ministry Network (NW District Council of the Assemblies of God, hereinafter referred to as Northwest Ministry Network or NWMN in Snoqualmie, WA), and declare that we hereby adopt the following articles as Bylaws of church order and submit ourselves to be governed by them.

**ARTICLE I. NAME**

The name of this corporation (hereinafter referred to as “church,” “this church” or “the church”) is Bayside Church, of the City of Kingston, County of Kitsap, State of Washington.

**ARTICLE II. PURPOSE AND PREROGATIVES**

The purpose of this church shall be to:

- a. Encourage and promote the evangelization of the world.
- b. Establish and maintain the worship of God.
- c. Provide a basis of fellowship among fellow believers.
- d. Encourage and promote the spiritual growth and discipleship of believers.
- e. To serve the needs of the local community as feasible in any biblically aligned manner and respond to human need with ministries of service and compassion.
- f. Own, hold in trust, use, sell, convey, mortgage, lease, or otherwise acquire or dispose of such property (real or chattel) as may be needed for accomplishing the mission of the church.

### **ARTICLE III. AFFILIATION AND RELATIONSHIP**

This church recognizes that it is a mutually supporting member church of The Northwest Ministry Network, with headquarters at Snoqualmie, Washington, affiliated with The General Council of the Assemblies of God with headquarters at Springfield, Missouri, and agrees as a condition of membership to abide by the Constitution and/or Bylaws of each organization. This church further declares itself to be in full cooperative fellowship with all other churches that are affiliated with the Northwest Ministry Network or the General Council and to share in the privileges and assume the responsibilities enjoined by this relationship.

In furtherance of the above relationship, this church agrees to:

1. Cooperate by every possible means in the extension of God's work and Kingdom throughout the world.
2. Support the missionary program agreed upon by the Northwest Ministry Network and the General Council.
3. Participate in Northwest Ministry Network and General Council sessions via duly-chosen delegates.
4. Share in support of the Northwest Ministry Network and the General Council.

5. Recognize that designated officials of the Northwest Ministry Network shall have the right to be present at any Board of Directors or membership meeting of this church for whatever reason or purpose.
6. Invite the counsel of the Northwest Ministry Network officers in the event of church difficulty or when changing pastors.
7. Recognize that partners/members are expected to resolve disputes with other partner/members or church leadership in a biblical manner, rather than in civil courts (1 Corinthians 6:1-11).
8. Recognize that any serious dispute between the Pastor and the church council shall require consultation with the Northwest Ministry Network of the Assemblies of God executive leadership. They may offer counsel, mediation, and/or binding arbitration before a designated panel they shall appoint in lieu of seeking redress in the civil courts of this state or elsewhere.
9. Recognize that the Northwest Ministry Network and/or the General Council shall have the right and authority to: (a) approve scriptural doctrine and conduct, (b) disapprove unscriptural doctrine and conduct, as stated in the General Council Constitution and Bylaws or Northwest Ministry Network Bylaws; and (c) withdraw its certificate of membership if deemed necessary.

#### **ARTICLE IV. PRINCIPLES FOR FELLOWSHIP**

This church shall, as nearly as possible, represent the body of Christ as described in the New Testament, recognizing the principles inherent in that body as also inherent in this fellowship, particularly the principles of unity, fellowship, cooperation, and equality.

#### **ARTICLE V. TENETS OF FAITH**

This church accepts the Bible as our all-sufficient rule for faith and practice. This church accepts the General Council of the Assemblies of God Statement of Fundamental Truths. The full statement is available at [www.ag.org](http://www.ag.org). This statement is intended simply as a basis of fellowship among us (i.e., that we all speak the same thing, 1 Corinthians 1:10; and Acts 2:42). The phraseology employed in this statement is not inspired nor contended for, but the truth set forth

is held to be essential to a full-gospel ministry. No claim is made that it contains all biblical truth--only that it covers our need regarding basic biblical doctrines.

## 1. The Scriptures Inspired

The Scriptures, both the Old and New Testaments, are verbally inspired of God and are the revelation of God to man, the infallible, authoritative rule of faith and conduct (2 Timothy 3:15-17; 1 Thessalonians 2:13; and 2 Peter 1:21).

## 2. The One True God

The one true God has revealed Himself as the eternally self-existent "I AM," the Creator of heaven and earth, and the Redeemer of mankind. He has further revealed himself as embodying the principles of relationship and association as Father, Son, and Holy Spirit (Deuteronomy 6:4; Isaiah 43:10-11; Matthew 28:19; and Luke 3:22).

## THE ADORABLE GODHEAD

- a. Terms Defined. The terms, "Trinity" and "persons," as related to the Godhead, while not found in the Scriptures, are words in harmony with Scripture, whereby we may convey to others our immediate understanding of the doctrine of Christ respecting the Being of God, as distinguished from "gods many and lords many." We therefore may speak with propriety of the Lord our God, who is one Lord, as a trinity or as one Being of three persons, and still be absolutely scriptural (Matthew 28:19; 2 Corinthians 13:14; and John 14:16-17).
- b. Distinction and Relationship in the Godhead. Christ taught a distinction of persons in the Godhead, which He expressed in specific terms of relationship as Father, Son, and Holy Spirit, but that this distinction and relationship, as to its mode, is inscrutable and incomprehensible, because unexplained (Luke 1:35; 1 Corinthians 1:24; Matthew 11:25-27; 28:19; 2 Corinthians 13:14; and 1 John 1:3-4).
- c. Unity of the One Being of Father, Son, and Holy Spirit. Accordingly, therefore, there is that in the Son which constitutes Him the Son and not the Father, and there is that in the Holy Spirit which constitutes Him the Holy Spirit and not either the Father or the Son. Wherefore, the Father is the Begetter, the Son is the Begotten, and the Holy Spirit is the one proceeding from the Father and the Son. Therefore, because these three persons in the Godhead are in a state of unity, there is but one Lord God Almighty and His name one (John 1:18; 15:26; 17:11, 21; and Zechariah 14:9).
- d. Identity and Cooperation in the Godhead. The Father, the Son, and the Holy Spirit are never identical as to person; nor confused as to relation; nor divided in respect to the

Godhead; nor opposed as to cooperation. The Son is in the Father, and the Father is in the Son as to relationship. The Son is with the Father, and the Father is with the Son as to fellowship. The Father is not from the Son, but the Son is from the Father as to authority. The Holy Spirit is from the Father, and the Son proceeding as to nature, relationship, cooperation, and authority. Hence, no person in the Godhead exists or works separately or independently of the others (John 5:17-30, 32, 37; and John 8:17-18).

- e. The Title, Lord Jesus Christ. The appellation, "Lord Jesus Christ," is a proper name. It is never applied in the New Testament either to the Father or to the Holy Spirit. It therefore belongs exclusively to the Son of God (Romans 1:1-3, 7; and 2 John 3).
- f. The Lord Jesus Christ, God With Us. The Lord Jesus Christ, as to His divine and eternal nature, is the proper and only Begotten of the Father, but as to His human nature, He is the proper Son of Man. He is, therefore, acknowledged to be both God and man, who because He is God and man, is "Immanuel," God with us (Matthew 1:23; 1 John 4:2, 10, 14; and Revelation 1:13, 17).
- g. The Title, Son of God. Since the name, "Immanuel," embraces both God and man in the one person, our Lord Jesus Christ, it follows that the title, Son of God, describes His proper deity, and the title, Son of Man, His proper humanity. Therefore, the title, Son of God, belongs to the order of eternity, and the title, Son of Man, to the order of time (Matthew 1:21-23; 2 John 3; 1 John 3:8; Hebrews 7:3, and 1:1-13).
- h. Transgression of the Doctrine of Christ. Wherefore, it is a transgression of the doctrine of Christ to say that Jesus Christ derived the title, Son of God, solely from the fact of the incarnation, or because of His relation to the economy of redemption. Therefore, to deny that the Father is a real and eternal Father, and that the Son is a real and eternal Son is a denial of the distinction and relationship in the Being of God; a denial of the Father and the Son; and a displacement of the truth that Jesus Christ is come in the flesh (2 John 9; John 1:1-2, 14, 18, 29, 49; 1 John 2:22-23; 4:1-5; and Hebrews 12:2).
- i. Exaltation of Jesus Christ as Lord. The Son of God, our Lord Jesus Christ, having by Himself purged our sins, sat down on the right hand of the Majesty on high--angels and principalities and powers having been made subject unto Him. And having been made both Lord and Christ, He sent the Holy Spirit that we, in the name of Jesus, might bow our knees and confess that Jesus Christ is Lord to the glory of God the Father until the end when the Son shall become subject to the Father that God may be all in all (Hebrews 1:3; 1 Peter 3:22, Acts 2:32-36; Romans 14:11, and 1 Corinthians 15:24-28).
- j. Equal Honor to the Father and to the Son. Wherefore, since the Father has delivered all judgment unto the Son, it is not only the express duty of all in heaven and on earth to bow

the knee, but it is an unspeakable joy in the Holy Spirit to ascribe unto the Son all the attributes of Deity, and to give Him all the honor and the glory contained in all the names and titles of the Godhead, except those that express relationships (See paragraphs b., c., and d.), and thus honor the Son even as we honor the Father (John 5:22-23; 1 Peter 1:8, Revelation 5:6-14; Philippians 2:8-9; and Revelation 7:9-10; 4:8-11).

### 3. The Deity of the Lord Jesus Christ

The Lord Jesus Christ is the eternal Son of God. The Scriptures declare His:

- a. Virgin birth (Matthew 1:23; and Luke 1:31, 35);
- b. Sinless life (Hebrews 7:26; and 1 Peter 2:22);
- c. Miracles (Acts 2:22; 10:38);
- d. Substitutionary work on the cross (1 Corinthians 15:3; and 2 Corinthians 5:21);
- e. Bodily resurrection from the dead (Matthew 28:6; Luke 24:39; and 1 Corinthians 15:4) and
- f. Exaltation to the right hand of God (Acts 1:9, 11; 2:33; Philippians 2:9-11; and Hebrews 1:3).

### 4. The Fall of Man

Man was created good and upright; for God said, "Let us make man in our image, after our likeness." However, man by voluntary transgression fell and thereby incurred not only physical death but also spiritual death, which is separation from God (Genesis 1:26-27; 2:17; 3:6; and Romans 5:12-19).

### 5. The Salvation of Man

Man's only hope of redemption is through the shed blood of Jesus Christ, the Son of God.

- a. Conditions to Salvation. Salvation is received through repentance toward God and faith toward the Lord Jesus Christ. By the washing of regeneration and renewing of the Holy Spirit, being justified by grace through faith, man becomes an heir of God according to the hope of eternal life (Luke 24:47; John 3:3; Romans 10:13-15; Ephesians 2:8; and Titus 2:11, 3:5-7).

- b. The Evidences of Salvation. The inward evidence of salvation is the direct witness of the Spirit (Romans 8:16). The outward evidence to all men is a life of righteousness and true holiness (Ephesians 4:24; and Titus 2:12).

## 6. The Ordinances of the Church

- a. Baptism in Water. The ordinance of baptism by immersion is commanded in the Scriptures. All who repent and believe on Christ as Savior and Lord are to be baptized. Thus, they declare to the world that they have died with Christ and that they also have been raised with Him to walk in newness of life (Matthew 28:19; Mark 16:16; Acts 10:47-48; and Romans 6:4).
- b. Holy Communion. The Lord's Supper, consisting of the elements (bread and the fruit of the vine), is the symbol expressing our sharing the divine nature of our Lord Jesus Christ (2 Peter 1:4); a memorial of His suffering and death (1 Corinthians 11:26); and a prophecy of His second coming (1 Corinthians 11:26); and is enjoined on all believers "till He come!"

## 7. The Baptism in the Holy Spirit

All believers are entitled to and should ardently expect and earnestly seek the promise of the Father, the baptism in the Holy Spirit and fire, according to the command of our Lord Jesus Christ. This was the normal experience of all in the early Christian Church. With it comes the endowment of power for life and service, the bestowment of the gifts and their uses in the work of the ministry (Luke 24:49; Acts 1:4-8; and 1 Corinthians 12:1-31). This experience is distinct from and subsequent to the experience of the new birth (Acts 8:12-17; 10:44-46; 11:14-16; and 15:7-9). With the baptism in the Holy Spirit come such experiences as an overflowing fullness of the Spirit (John 7:37-39; and Acts 4:8), a deepened reverence for God (Acts 2:43, and Hebrews 12:28), and an intensified consecration to God and dedication to His work (Acts 2:42), and a more active love for Christ, for His Word, and for the lost (Mark 16:20).

## 8. The Evidence of the Baptism in the Holy Spirit

The baptism of believers in the Holy Spirit is witnessed by the initial physical sign of speaking with other tongues as the Spirit of God gives them utterance (Acts 2:4). The speaking in tongues in this instance is the same in essence as the gift of tongues (1 Corinthians 12:4-10, 28), but different in purpose and use.

## 9. Sanctification

Sanctification is an act of separation from that which is evil, and of dedication unto God (Romans 12:1-2; 1 Thessalonians 5:23; and Hebrews 13:12). The Scriptures teach a life of "holiness,



without which no man shall see the Lord” (Hebrews 12:14). By the power of the Holy Spirit, we are able to obey the command: “Be ye holy; for I am holy” (1 Peter 1:15, 16).

Sanctification is realized in the believer by recognizing his identification with Christ in His death and resurrection, and by faith reckoning daily upon the fact of that union, and by offering every faculty continually to the dominion of the Holy Spirit (Romans 6:1-11, 13; Romans 8:1-3; Galatians 2:20; Philippians 2:12-13; and 1 Peter 1:5).

## 10. The Church and Its Mission

The Church is the body of Christ, the habitation of God through the Spirit, with divine appointments for the fulfillment of the great commission. Each believer, born of the Spirit, is an integral part of the general church and church of the firstborn, which are written in heaven (Ephesians 1:22-23; 2:22; and Hebrews 12:23).

Since God’s purpose concerning man is to seek and to save that which is lost, to be worshipped by man, and to build a body of believers in the image of His Son, the priority reason-for-being of the Assemblies of God as part of the Church is to be:

- a. An agency of God for evangelizing the world (Acts 1:8; Matthew 28:19-20; and Mark 16:15-16);
- b. A corporate body in which man may worship God (1 Corinthians 12:13); and
- c. A channel of God’s purpose to build a body of saints being perfected in the image of His Son (Ephesians 4:11-16; 1 Corinthians 12:28; and 1 Corinthians 14:12).

The Assemblies of God exists expressly to give continuing emphasis to this reason-for-being in the New Testament apostolic pattern by teaching and encouraging believers to be baptized in the Holy Spirit. This experience:

- a. Enables them to evangelize in the power of the Spirit with accompanying supernatural signs (Mark 16:15-20; Acts 4:29-31; and Hebrews 2:3-4);
- b. Adds a necessary dimension to worshipful relationship with God (1 Corinthians 2:10-16; 1 Corinthians 12, 13, and 14); and
- c. Enables them to respond to the full working of the Holy Spirit in expression of fruit, gifts, and ministries as in New Testament times for edifying the body of Christ (Galatians 5:22-26; 1 Corinthians 14:12; Ephesians 4:11-12; 1 Corinthians 12:28; and Colossians 1:29).

## 11. The Ministry

A divinely-called and scripturally-ordained ministry has been provided by our Lord for a threefold purpose of leading the Church in: (a) evangelizing the world (Mark 16:15-20), (b) worshipping God (John 4:23-24), and (c) building a body of saints being perfected in the image of His Son (Ephesians 4:11-16).

## 12. Divine Healing

Divine healing is an integral part of the gospel. Deliverance from sickness is provided in the Atonement and is the privilege of all believers (Isaiah 53:4-5; Matthew 8:16-17; and James 5:14-16).

## 13. The Blessed Hope

The resurrection of those who have fallen asleep in Christ and their translation together with those who are alive and remain unto the coming of the Lord is the imminent and blessed hope of the Church (1 Thessalonians 4:16-17; Romans 8:23; Titus 2:13; and 1 Corinthians 15:51-52).

## 14. The Millennial Reign of Christ

The second coming of Christ includes the rapture of the saints, which is our blessed hope, followed by the visible return of Christ with His saints to reign on the earth for one thousand years (Zechariah 14:5; Matthew 24:27, 30; Revelation 1:7; 19:11-14; and 20:1-6). This millennial reign will bring the salvation of national Israel (Ezekiel 37:21-22; Zephaniah 3:19-20; and Romans 11:26-27), and the establishment of universal peace (Isaiah 11:6-9; Psalm 72:3-8; and Micah 4:3, 40).

## 15. The Final Judgment

There will be a final judgment in which the wicked dead will be raised and judged according to their works. Whosoever is not found written in the Book of Life, together with the Devil and his angels, the beast, and the false prophet, will be consigned to everlasting punishment in the lake which burneth with fire and brimstone, which is the second death (Matthew 15:46; Mark 9:43-48; Revelation 19:20; 20:11-15; and 21:8).

## 16. The New Heavens and the New Earth

“We, according to His promise, look for new heavens and a new earth, wherein dwelleth righteousness” (2 Peter 3:13; and Revelation 21 and 22).

## ARTICLE VI. MEETINGS

### Section 1. Order of Business/Agenda:

In order to expedite the work of the church business meetings and the Official Church Council meetings and to avoid confusion in deliberations, all meetings shall be governed by the accepted rules of parliamentary procedure in keeping with the spirit of Christian love and fellowship under the guidance of the Holy Spirit. The parliamentary authority shall be *Robert's Rules of Order, (any current edition)*, and it shall apply when it is not inconsistent with the Bylaws or any special rules of order that this church may adopt in the future. The agenda for all church business or church council meetings is generally determined by business that needs to be conducted as determined and set by the Pastor/President or his/her administrative assistant or representative.

### Section 2. Meeting Attendance:

It is generally expected that all official business meetings of any type for this church shall be conducted in person and in accordance with standards set forth in these Bylaws and/or The Articles of Incorporation. However, there may be times when necessity requires remote attendance at meetings and such may be held by mutual consent of the board as circumstances require. Such meetings, with voting by those qualified to vote, may be conducted in person or by conference call, video, or other electronic means, within the parameters of Washington State nonprofit corporate law.

### Section 3. Membership Meetings:

- a. Annual: The annual meeting of the members of this corporation shall be held no later than the 31st day of March, in each year. Notice of said meeting shall be provided in printed or electronic format and made available to the voting membership not less than ten (10) nor more than fifty (50) days before the date of said annual meeting.
- b. Special: Special meetings of the members of this corporation may be called from time to time at the discretion of the Pastor, the Board of Directors, or by petition listing thirty percent (30%) of the active voting members of this church. Notice of all special meetings shall be given by the Secretary (officer on the Board of Directors) and shall state the purpose or purposes for which the meeting is to be called. Notice of said meeting shall be provided in printed or electronic format and made available to the voting membership not less than ten (10) nor more than fifty (50) days before the date of said business meeting. No other business shall be considered at any special meeting other than that described in said notice. Notice of all special meetings shall also be given in writing or e-notification to the Northwest Ministry Network. When feasible, a Northwest Ministry Network official or executive officer shall also chair any meeting called by petition of the members as stated above if the stated purpose is related to division, conflict, or pastoral leadership.

- c. Voting Rights: Each voting member present (or by absentee) at a duly called regular or special business meeting in which a quorum is present (in person or through remote means) shall be entitled to one vote. Voting by proxy shall not be allowed. Voting members shall have the right to vote on items specified in these Bylaws, the Articles of Incorporation, or matters referred to them by the Official Board of Directors.
- d. Quorum: At least thirty percent (30%) of the active voting membership shall be present to constitute a quorum.
- e. Adoption: The vote of a majority of those votes entitled to be cast by the members present as stated in item c. above shall be necessary for adoption of any matter voted upon by the members unless a greater proportion is required by laws, the Articles of Incorporation, or the Bylaws.

#### **Section 4. Board of Directors**

***NOTE: It is required by state non-profit corporate law that you have a single, specified board of directors listing duties and responsibilities, and how they are selected, etc. We recommend that you do not list other boards or advisory groups within this document. You may call your board of directors what you wish: elders, deacons, directors, or board members—all interchangeable terms, dependent upon your own church model and structure. Please contact the NWMN Secretary/Treasurer if you have questions about roles or names regarding this section.***

- a. Regular: The Official Church Council of this corporation shall hold regular monthly meetings (exceptions shall be mutually agreed upon by a majority of the directors because of holidays, schedules, etc.) and such special meetings as they shall deem necessary for the competent management of the affairs of the corporation.
- b. Special: Special meetings may be called as needed by the Lead Pastor or a majority of the directors, providing at least one day's notice to all directors. This period may be shortened by mutual consent. Meetings may be conducted in person or by conference call, Zoom, or other electronic means, within the parameters of Washington State non-profit corporate law. Neither the business to be transacted at, nor the purpose of, any special meeting need be specified.
- c. Quorum: One-half of the members of the Church Council shall constitute a quorum.
- d. Voting: Any action taken by the Church Council requires a majority vote at a meeting in which a quorum is present unless stated otherwise in the Articles of Incorporation, Constitution, or Bylaws.

- e. Notice and Consent: The Board of Directors shall not meet without notification to the Pastor and with his/her consent. The Pastor shall preside at all meetings unless he/she appoints one of the other corporate officers or a staff pastor to act on his/her behalf.

## **ARTICLE VII. MEMBERSHIP**

***NOTE:** Members (partners, or whatever term you choose to use) must have “voting” rights—this is a requirement for General Council affiliated churches, and members must meet the standard of being a baptized follower of Christ, and in alignment with the church teachings. In addition, state non-profit law requires that you specify the requirements for voting membership, and what matters those members are entitled to vote on.*

Membership in this church shall be open to all those who give evidence of their faith in the Lord Jesus Christ and who voluntarily subscribe to its tenets of faith and agree to be governed by its Bylaws as herein set forth.

### **Section 1. Active Voting Members:**

All persons who qualify for membership as noted above and whose names appeared on the original Membership Roll of the church at the time that it was first organized, together with those names that have been added, shall constitute the legal voting membership of the church, providing they are living and eighteen (18) years of age or over, who are maintaining a consistent Christian testimony, who are in agreement with our statement of faith, and who regularly attend and financially support the church. Active voting members also have the responsibility to fulfill those items spelled out in this Article as requirements for maintaining active membership and any other requirements as noted in these Bylaws or stated in official membership materials and covenants as may be approved and implemented by the Church Council. **Note:** All pastoral staff and their spouses automatically receive voting member status.

### **Section 2. Membership Process:**

Those seeking membership in this church shall make application by filling out an application for membership, interview with the Pastor or a designated pastoral staff member, and approval by the Board of Directors. All details of such membership processes shall be part of the church policy, process, or operational manual, as approved by the Church Council.

### **Section 3. Review of Membership:**

To keep the active Membership Roster current, review shall be made during the sixty (60) days prior to the annual business meeting. The Pastor and the Board of Directors shall be authorized to revise the membership roll of the church annually, and to remove from the list of active

members all names of those who have died during the year, together with the names of those who may have been removed from membership as noted in the preceding provisions.

#### **Section 4. Transfer of Membership:**

Members in good standing, who may wish to sever their relationship with the church, or who may desire to be transferred to some other congregation, may apply to the Secretary with a letter, which shall be granted on the approval of the Pastor and the Board of Directors. Said letter is to be signed by the Pastor of the church.

#### **Section 5. Inactive Status/Expulsion/Loss of Membership**

Members who shall, without good cause, absent themselves, either in-person or virtually, from the services of this church, for six (6) consecutive months or more, or who may be out of harmony with its teachings, or who shall be under charges of misconduct, or who may have fallen away from the faith, shall by implementation of the Pastor and Church Council, and by action so stated in the minutes, be automatically placed on inactive membership status (in other words, become a non-voting member) and shall lose any legal standing associated with membership until such time as the affected member's case has become final either by the members own inaction, or if a review is initiated (by the member), after the case has been fully reviewed by the official Church Council. Examples of the above reasons for being placed on inactive status include, but are not limited, to the following: (1) departure from the tenets of faith as delineated in Article V, (2) living a sinful life and refusing to change (2 Thessalonians 3:6,10, Galatians 5:19-21, and Ephesians 5:3-7), and (3) engaging in the disruption of fellowship by sowing discord among the brethren; showing a non-cooperative attitude, persisting in gossip; or creating trouble in general (James 2:2-12, Proverbs 6:19, and Romans 2:1, 3).

- a. Notice of Inactive Status: Notice of inactive status and the reasons therefore shall be sent via certified mail to the affected member's last known address as noted in the church files. It shall be each member's responsibility to keep the church Secretary notified of his/her current address. Receipt of said notice shall be presumed on the third (3<sup>rd</sup>) day following the letter being posted.
- b. Review: Membership in this church is an ecclesiastical matter and is subject to the biblical mandates reflected in this document. An individual placed on inactive status or removed from membership may ask for a review and may be granted the opportunity to further explain (within 7 days of notification) their reasons for inactivity or any other reason given by the Board of Directors for inactive status or removal from the membership roster. Such information shall be reviewed by the Board of Directors to render their decision in the matter, and such decision shall be final, without the right of appeal. The affected member has no right to legal action or the presence of an attorney during any review of membership.

- c. Removal: If reinstatement is not granted, the affected person shall immediately be removed from membership in this church and have no further right to appeal or redress in this church, the civil courts, or elsewhere.

## ARTICLE VIII. CORPORATE MANAGEMENT

### Section 1. Leadership Team

The Leadership Team of this church consists of the Lead Pastor, Associate Pastoral Staff, Support Team, Corporate Officers, Board of Directors, and leaders from other ministry teams as may be implemented and active. The Leadership Team, under the direction of the Lead Pastor, shall establish and keep current the purposes, core values, vision, and mission of the church. The Board of Directors may establish Organizational, Operational, or Policy Manuals as needed to provide guidance to the Leadership Team in establishing processes for accomplishing the mission of the church.

### Section 2. Board of Directors

***NOTE:** It is required by state non-profit corporate law that you have a single, specified board of directors listing duties and responsibilities, and how they are selected, etc. We recommend that you do not list other boards or advisory groups within this document. You may call your board of directors what you wish: elders, deacons, directors, or board members—all interchangeable terms, dependent upon your own church model and structure. Please contact the NWMN Secretary/Treasurer if you have questions about roles or names regarding this section.*

This church shall be governed by one Board of Directors which shall be known as the Official Church Council and Board of Directors.

- a. Composition: The Official Church Council shall consist of at minimum the Officers, with a maximum of 7, not including the President. ***NOTE:** Whatever number of Directors the church decides on, keep in mind an uneven number helps prevent “tie” votes of the board. The President (Pastor) chairs the meetings and does not vote except for to break a tie.*
- b. Qualifications: Directors and Officers (Church Council) shall be persons of mature Christian experience and knowledge, who shall be expected to meet the requirements as set forth in 1 Timothy 3 and Acts 6. Council members shall be at least 21 years old, and with the exception of the Pastor, have been voting members of this church at least 1 year (12) months. Directors and Officers are expected to adhere to biblical standards of leadership. They are also expected to believe in and consistently practice tithing to the local church.

- c. Nominations: The Board of Directors, chaired by the Lead Pastor, shall operate as the nominating committee. Said committee shall present to the active voting members one (1) name for any vacant director/officer position to be placed on the ballot at any annual or special meeting called for this purpose. Nominations shall not be permitted from the floor, and write-in votes will not be considered. **NOTE: Our recommendation is 1 person to be nominated per vacant office to avoid divisive votes and to be able to vet candidates willing to allow their name to stand without the threat of “winning” or “losing.” However, it is up to the local church to decide if you want this to say “one” or “more than one.”**
- d. Election/Terms of Office: The person(s) thus nominated must receive a simple majority of “yes” votes cast for each vacant office to constitute ratification/election. Members of the Official Church Council shall serve for a period of three (3) years and shall be chosen by the voting members of this church in such a manner that the terms of at least one (1) member shall be ratified each year. Alternating the director selection process is to prevent re-election of all Church Council members at the same time. A board member shall serve no more than two consecutive terms followed by a required minimum one year period prior to re-election to the council.
- e. Duties:
- (1) The internal business affairs of this corporation shall be managed by its Board of Directors (hereinafter known as the Church Council). Individual directors (council members), with the exception of the Pastor, may also be referred to as deacons.
  - (2) The Church Council shall be authorized to transact business for this church between annual membership meetings, except in those matters which by their very nature affect the entire church. Matters which by their very nature affect the entire church include, but are not limited to, those circumstances and/or transactions listed in Article XI. of these Bylaws.
  - (3) The Church Council shall be specifically responsible for overseeing the business activities of this corporation, including but not limited to the entering into of contracts, owning, holding in trust, using, selling, conveying, mortgaging, leasing, or otherwise acquiring or disposing of such property (both real and chattel) as may be needed for the prosecution of its work and consistent with Article XI. of these Bylaws. They shall serve as trustees of the corporation and be responsible for maintenance of church buildings and equipment.
  - (4) The Church Council shall act in an advisory capacity with the Pastor in all matters pertaining to the church in its spiritual life. They may assist the Pastor in ministry as



needed or requested and as their own gifts and abilities allow. They may set policies and determine the means to facilitate ministry and fulfill the church's mission, vision, purposes and values.

(5) The Church Council shall consider applications for church membership and make decisions with respect to receiving applicants into church membership.

(6) The Church Council is authorized to appoint such teams or committees as may be necessary for the accomplishing the mission of the church. All teams or committees so appointed shall be amenable to and work under the supervision of the Church Council or Pastor.

(7) To facilitate the ministry and mission of the church, the Church Council may establish such Organizational, Operational, or Policy Manuals as may be necessary, and may amend or edit such manuals at their discretion.

f. Vacancy: In the event a vacancy occurs on the Church Council, they shall be empowered to appoint a successor to fill the unexpired term unless such vacancy occurs within 30 days of the next annual or special business meeting of the voting members of the church.

g. Removal: With the exception of the Pastor, any member of the Church Council (including Officers) may be removed with or without cause after prayerful deliberation by a two-thirds vote of those members of the council constituting a quorum at any meeting of the Church Council. Any director so removed shall have no right to appeal and a person may be appointed to replace the removed director as outlined in Bylaws Article VIII, Section 2, paragraph f. Vacancy above.

### **Section 3. Officers**

a. Officers of this corporation shall consist of a President (Lead Pastor), a Vice President, a Secretary, and a Treasurer. Any two or more offices may be held by the same person except the offices of the President and the Secretary.

b. All officers shall be members of the Board of Directors.

### **Section 4. Duties of the Lead Pastor/Corporate President**

***NOTE: Changes to this section should only be made in consultation with the NWMN Secretary/Treasurer.***

- a. The Lead Pastor shall be the President of this corporation and shall act as chairman of all the business meetings of the church and of the Board of Directors.
- b. The Lead Pastor may be an ex-officio member of all committees and departments.
- c. The Lead Pastor shall be authorized to perform any functions that may be customary for the offices that he/she holds or as may be directed by the church or the Board of Directors.
- d. In addition to those duties listed above (under either President or Lead Pastor), the Pastor shall be considered as the spiritual overseer of the church, provide vision, and shall facilitate the mission of the church. The Lead Pastor shall not be amenable to the Board of Directors in these matters, although he/she is amenable to the Northwest Ministry Network and the General Council of the Assemblies of God. The Pastor shall, however, listen to advice given from the Board of Directors, relying on the Holy Spirit for guidance. In cases where there appears to be a conflict between the board and Lead Pastor, either the Board of Directors or Lead Pastor may appeal to the Northwest Ministry Network for counsel, mediation, or intervention as specified in the current Northwest Ministry Network Bylaws.
- e. The Lead Pastor shall provide for all the services of the church and shall give oversight to all events. No person shall be invited to speak or preach in the church without the Lead Pastor's approval.

#### **Section 5. The Lead Pastor**

- a. Qualifications: The pastoral candidate shall be a credentialed minister, currently a member in good standing with the General Council of the Assemblies of God and shall comply with the scriptural and Assemblies of God standards for the ministry (1Timothy 3:2 - 7, Titus 1:6 - 9, and 1Peter 5: 2 - 3).
- b. Election: Following an affirmative vote of the pastoral selection committee to offer an official call to one candidate for the office of Lead Pastor, a special business meeting shall be called for the purpose of a vote by the membership on said pastoral candidate. A two-thirds' (2/3's) vote of the active voting members present and voting at this business meeting called for the purpose of electing a pastor shall be required for an election.
- c. Term of Office: The tenure of office for the Pastor shall be indefinite duration, with annual review and conversation regarding the Pastor's call between the Pastor and Church Council.

- d. Vacancy: In the event of a vacancy in the pastorate, a Pastor shall be selected in the following manner:
- (1) The Board of Directors shall immediately contact the Northwest Ministry Network (NW District Council) for counsel and recommendations as to appropriate procedures and potential candidates. The church shall follow the Navigating Pastoral Transitions (current edition, or other manual) as published by the Northwest Ministry Network. They shall coordinate with and be amenable to the Northwest Ministry Network Executive Officers' recommendations regarding an interim pastor. A Pastoral Search Committee may be selected to conduct the pastoral search or the Board of Directors may function in this capacity at their discretion.
  - (2) Candidates who are not credentialed with the General Council of the Assemblies of God are unqualified and should not be given consideration by the pastoral search committee. Any exception must be cleared with the NWMN Executive Officers with a reasonable assurance that the person will qualify for credentials and go through the process for receiving such.
  - (3) One candidate shall be selected from those considered by at least a majority vote of the pastoral search committee or Board of Directors and asked to present his/her ministry to the congregation.
  - (4) Said candidate shall be elected as noted in 5. b. of this Article.
- e. Resignation: It is recommended that the Pastor give thirty (30) days' or more notice of intent to resign. Resignations shall be submitted in writing to the official corporate Church Council, addressed to the corporate Secretary. The letter of resignation should stipulate an intended effective date. The Board of Directors should take official action to receive and accept a letter of resignation, and in so doing should also confirm the effective date, along with any regrets, severance, compensation, details, or duties up to and/or beyond the effective date.
- f. Removal:
- (1) Cause: Pastors may be removed only for cause - cause being defined as a failure to maintain the qualifications for office (See section 5.a.), unscriptural conduct (moral or ethical failure), or departure from the tenets of faith held by this church.

- (2) Investigation: In the event charges based on grounds for cause are preferred against the Pastor, a preliminary investigation shall be conducted by the Board of Directors. If the preliminary investigation indicates possible violations of doctrinal, sexual, moral, or ethical standards for an Assemblies of God minister, the Church Council shall immediately notify the NWMN Executive Officers who shall conduct an investigation and determine if the Pastor is able to continue in office or face disciplinary charges and notify the Board of Directors of such action in either case.
- (3) Notice: If there does not appear to be immediate cause to contact the NWMN as per (2) above, the Board of Directors shall determine the facts as best they can, recording the same. If allegations supporting the complaint are determined groundless, it shall be dismissed with \*prejudice. (No further action will be taken, and if a member be the source of the complaint, said member shall have no further right of redress in either the civil courts or elsewhere.) In the event that facts supporting the complaint have some merit, the Board of Directors shall consult with the Northwest Ministry Network for counsel, mediation, or intervention. A preliminary hearing shall then be conducted before the Board of Directors with a designated representative from the Northwest Ministry Network presiding as chairperson. If the preliminary hearing reveals substantive issues, and such issues could affect the minister's credentials, it becomes the responsibility of the Northwest Ministry Network to further investigate, discipline, or resolve. Notice of the outcome of said investigation shall be made to the Church Council and may be conveyed to the church if circumstances so warrant, at the NWMN Executive Officers' discretion.
- (4) Dismissal: If the matters affecting the pastor's ability to lead are not based upon moral or ethical charges, but leadership or philosophical issues, the Board of Directors may ask for the Lead Pastor's resignation following a two-thirds' (2/3's) majority vote of no confidence from the Board of Directors, following consultation with the Northwest Ministry Network. In the event the Lead Pastor does not resign as requested, and if there is no other apparent solution, the matter shall be referred to a hearing within fourteen (14) days before the active voting members of this church. Said meeting shall be chaired by a representative from the Northwest Ministry Network. A two-thirds' vote of all active members, present and voting, shall be required to dismiss a Pastor and sustain the action of the Church Council. Note: Only those members actually present shall be entitled to cast a vote.

\*Prejudice refers to the fact that the complaint has been dismissed and will not be considered again in any fashion.

## **Section 6. Ministerial Staff/Associates (Pastors):**

- a. Qualifications: Qualifications are the same as those required of the Lead Pastor listed in Article VIII., Section 5 a., of these Bylaws.
- b. Selection: All ministerial staff/associate pastor(s) shall be chosen by the Pastor and ratified by the Church Council.
- c. Term of Office/Removal: Any ministerial staff/associate pastor(s) may be removed by the Pastor at will. No ratification by the Church Council is necessary, nor does the ministerial staff/associate pastor(s) have any appeal.
- d. Resignation: The resignation of ministerial staff/associate pastor(s) shall be governed in the same manner as that listed in Article VIII., Section 5. e., of these Bylaws governing resignation of the Lead Pastor.
- e. Membership: As noted in Article VII., Section 1 of these Bylaws, ministerial staff/associate pastor(s) are automatically voting members of the church.

## **Section 7. The Vice President**

- a. Election: The Vice President of the Corporation shall be selected by consensus from among the members of the Board of Directors during the first Council Meeting following the Annual Business Meeting, if the previous Vice President term has expired. His or her term of office shall be the same as his or her term period on the Board of Directors.
- b. Duties:
  - (1) The Vice President, subject to this or any other provisions in these Bylaws, and any other corporate officer shall act in all business matters pertaining to the corporation and business affairs of the church in the absence of the President.
  - (2) The Vice President shall never act as the spiritual leader of this church even in the president's absence.
  - (3) The Vice President shall perform any other functions as may be customary or as may be directed by the church or the Board of Directors.
- c. Removal: The Vice President may be removed from office pursuant to the process delineated in Article VIII., Section 2. g., of these Bylaws.

## **Section 8. The Corporate Secretary**

- a. Election: The manner in which the Corporate Secretary is elected and his/her term of office shall be as delineated in Article VIII., Section 7. a. above, of these Bylaws.
- b. Duties:
  - (1) The Corporate Secretary's duties shall include keeping a true and accurate record of all business meetings of the church and the Board of Directors. The Corporate Secretary may personally fulfill the duties or delegate as agreed to by the Board of Directors.
  - (2) The Corporate Secretary shall be custodian of all legal documents and shall be authorized to sign all official and legal documents, to conduct church correspondence where required, and to perform any other functions as are customary or as may be directed by the church or Board of Directors.
- c. Removal: The Secretary may be removed from office pursuant to the process delineated in Article VIII., Section 2 g. of these Bylaws.

## **Section 9. The Treasurer:**

- a. Election: The manner in which the Treasurer is elected and his/her term of office shall be as delineated in Article VIII., Section 7. a. above, of these Bylaws.
- b. Duties:
  - a. The Treasurer's duties shall include being the overseer and custodian of all church funds which shall be deposited into bank accounts as designated by the Church Council.
  - (2) The Treasurer shall be authorized to sign checks or other legal monetary documents and make disposition of funds as may be required for the accurate conduct of church business under the supervision of the Board of Directors and consistent with this or any other provision of these Bylaws.
  - (3) The Treasurer shall give a financial report to the Board of Directors at its monthly meeting and to the church at its annual meeting.
  - (4) The Treasurer shall perform any other functions that may be customary or as may be directed by the church or the Board of Directors.

(5) All the clerical duties of the Treasurer may be delegated to others following consultation and consensus by the Board of Directors.

- c. Removal: The Treasurer may be removed from office pursuant to the process delineated in Article VIII., Section 2. g., of these Bylaws.

## **ARTICLE IX. DEPARTMENTS, TEAMS, AND COMMITTEES**

The Church Council shall appoint such departments, teams, and committees as is necessary to accomplish the mission of the church and manage its affairs. All such entities shall operate under the supervision of and be amenable to the Church Council. Additional guidance may be provided in Organizational, Operational, or Policy Manuals at the discretion of and with the oversight of the Church Council.

## **ARTICLE X. COMPENSATION/REMUNERATION**

The Lead Pastor and other persons who are supported in whole or part by this church shall have such compensation reviewed by the Church Council at least thirty (30) days prior to the commencement of this church's fiscal year.

## **ARTICLE XI. MARRIAGE**

We believe that all human beings are created in the image of God and therefore, human dignity is to be preserved and honored. Therefore, philosophical, doctrinal and/or behavioral departures from scripture must be recognized as immediately dishonorable and ultimately destructive to human dignity. We then resolve, for the sake of honoring all humanity, to be true to the Scriptures and speak the truth, but we will strive to do so in love.

We further believe that legitimate sexual relations are exercised solely within marriage (Heb. 13:4). Therefore, sexual activities outside of marriage, including but not limited to adultery, premarital sex, homosexuality and pedophilia, are inconsistent with the teachings of the Bible and the church. Further, lascivious conduct, transgender practices and the creation and/or distribution and/or viewing of pornography are behaviors that are incompatible with Scripture (e.g., 1 Cor. 3:16; 6:12-20; Rom. 1:18-32).

### **Section 1. Marriage, Definition**

- a. Genesis 1:26-28 is revelation of man's special creation in the image of God.

- b. The Scripture clearly implies that the unity of one man and one woman is necessary for the full representation of the image of God in mankind. Marriage is an institution ordained by God from the foundation of the world, and it [marriage] is intended to be a lifelong union of a biological man and a biological woman. (et. al.: Tenants of Faith, The Intrinsic Value of Marriage, page 11 of 27)
- c. We therefore believe that marriage is the exclusive, covenantal union of one man and one woman, which union was designed by God: "For this reason a man shall leave his father and his mother, and be joined to his wife; and they shall become one flesh" (Genesis 2:24). Jesus affirmed this in Matthew 19:4-6: "And He answered and said, 'Have you not read that He who created them from the beginning made them male and female, and said, for this reason a man shall leave his father and mother and be joined to his wife, and the two shall become one flesh? So they are no longer two, but one flesh. What therefore God has joined together, let no man separate.'"
- d. God is immutable (Mal. 3:6; Heb. 13: 8) and sovereign (Ps. 146:10; Rev. 19:6) and therefore, we acknowledge, before God, that we have no authority to alter, change or modify God's covenants, to include marriage and therefore, we will faithfully follow this scriptural definition of marriage in the teachings and practices of this church. This church will not, therefore, officiate, solemnize, perform or host a marriage or marriage-like (e.g., "civil union") ceremony for the purpose of the union of two men, two women, or one man and multiple women or any other departure from the inviolable covenant of marriage clearly revealed in holy Scripture.

## **Section 2. The Role of Civil Government**

A civil government's sanction of a union will be recognized as legitimate marriage by the church only to the extent that it is consistent with the definition of marriage found in the bylaws of Bayside Church, Article XI.

## **ARTICLE XII. USE OF THE CHURCH FACILITIES**

It is our policy, as founded on the above definition of marriage, that the facilities of this church may not be used for any ceremony that explicitly or implicitly approves of, solemnizes, supports or allows a same-sex union or polygamous union, or any union which, in the judgment of the Church Council departs from the definition of marriage so stated in Article XI, bylaws, Bayside Church.



In keeping with our Tenets of Faith, The Sanctity of Human Life and The Intrinsic Good of Marriage (re: Constitution 5.5.1.25.1 and 5.5.1.25.2): Scripture reveals “... *God created mankind in his own image ...; male and female he created them*” (Genesis 1:27) — male and female identity, as sexual creatures, is distinctively, and communally, reflected in our special creation in God’s image. We then conclude that rejection of one’s biological sex is a rejection of the image of God within that person. Therefore, proper Christian conduct includes: (1) using the restrooms, locker rooms, and changing facilities conforming with one’s biological sex; and (2) abstaining from all intimate sexual conduct outside the marital union of one biological man and one biological woman.

### **ARTICLE XIII. POLICY INVOLVING CLERGY**

It is further the policy of this church that no pastor or member of the church staff shall officiate at any ceremony designed to solemnize, promote, create, or approve of any union that clearly departs from Scripture, as stated Article XI, bylaws, Bayside Church.

### **ARTICLE XIV. PROPERTY AND CONTRACTS**

All property, real or chattel, shall be held in the name of this corporation or The Northwest Ministry Network Council of the Assemblies of God.

Section 1. Real Property: No real property of this church shall be purchased, sold, leased, mortgaged (does not apply to re-financing an existing mortgage or extension of lines of credit), or otherwise alienated without same having been authorized by a least a two-thirds’ vote of those active voting members present and voting at any annual or special meeting called for such purpose except those real property transactions amounting to \$250,000.00 or less.

Section 2. Personal Property: The Board of Directors shall have authority for all purchases and sale of personal property on behalf of the church in amounts up to \$250,000.00. For situations involving larger transactions, authorization shall be by at least a two-thirds’ (2/3’s) vote of those active voting members present at any annual or special meeting called for such purpose.

Section 3. Contracts: The Official Board of Directors shall have authority to negotiate and sign all contracts on behalf of this church and may authorize the President or other Directors or Officers to do so in writing.

### **ARTICLE XV. DISSOLUTION**

***NOTE: Articles XII – XV should be altered only in consultation with the NWMN Secretary/Treasurer.***

In the event that this corporation ceases to function as an Assemblies of God church or is dissolved for any reason, its assets shall be distributed to The Northwest Ministry Network

(Northwest District Council) of the Assemblies of God, provided it qualifies at such time for exemption as an organization described in Section 501(c)(3) of the Internal Revenue Code of 1954, as amended, or a successor statute. In the event that the Northwest Ministry Network Council does not so qualify, the assets of this corporation shall be distributed to The General Council of the Assemblies of God, provided it so qualifies as delineated above.

## **ARTICLE XVI. RECORDS**

***NOTE: Edit for WA or ID as follows – delete WA if you are in ID and delete ID if you are in WA***

The church shall, pursuant to the provisions of RCW 24.03A.210 maintain an open records policy for members. However, members' right to access such records shall not include records containing personal information of a private nature about any specific individual. Such limitations include, but may not be limited to, minutes, ministerial, credential and personnel files, disciplinary records, individual giving, or compensation records.

## **ARTICLE XVII. INDEMNIFICATION**

***NOTE: Edit for WA or ID as follows:***

The corporation has the power to indemnify (including the power to advance expenses to) its Directors, officers, employees, and agents made a party to a proceeding, as defined in the Washington Business Corporation Act, without regard to the limitations in RCW 23B.08.510 through 23B.08.550; provided, however, that no such indemnity shall indemnify any such Director, officer, employee, or agent from or on account of: (1) acts or omissions of such Director, officer, employee, or agent finally adjudged to be intentional misconduct or a knowing violation of law; (2) conduct of the Director, officer, employee, or agent finally adjudged to be in violation of RCW 23B.08.310; or (3) any transaction with respect to which it was finally adjudged that such Director, officer, employee, or agent personally received a benefit in money, property, or services to which such person was not legally entitled.

## **ARTICLE XVIII. EMERGENCY POWERS**

***NOTE: Edit for WA or ID as follows:***

### **Section 1. Definition**

The members of this church recognize that times of national or local emergency may occur, making it impossible to fulfill all of the requirements of these Bylaws or the church Articles of Incorporation. Times of National, State, or Local Emergency may be called by the President of the United States, or the Governor of Washington, or the local regional, county, or city government

due to natural disaster (earthquake, tidal wave, volcano, flood, storm, etc.), pandemic, war, civil unrest, or any seen or unseen emergency of significance.

### **Section 2. Circumstances**

In the event of any emergency as described in Section 1 above, making it impossible to conduct business or services as usual for this church, including any church council or membership business meetings, the official Board of Directors, or remaining available members of the Board of Directors, shall be empowered to act as fiduciaries of this church to ensure the continuation of services and business in the most feasible, safe, legal, and prudent manner, as good stewards holding to biblical values as outlined in these Bylaws.

### **Section 3. Process Steps**

- a. Upon such an emergency declaration, making it impossible to conduct normal business or services as usual, and pursuant to applicable Emergency Powers or Bylaws of RCW 24.03A.125 and 23B.02.070 regarding Emergency Bylaws, the remaining active Board of Directors shall enact special emergency bylaws and powers as needed to accommodate such an emergency.
- b. By majority vote of the remaining Board of Directors, they shall be granted emergency power to draft and enact any emergency bylaw provision pursuant to the aforementioned state laws. These Emergency Bylaws may bypass any and all of the current church Bylaws as needed in order to comply with all federal and state requirements and/or regulations pertaining to meetings or other accompanying standard operating procedure business of the church such as elections and meetings of any kind.
- c. These Emergency Bylaws and Powers will empower the Board of Directors and Members of this church to act in any legal, biblical, reasonable and prudent manner they deem necessary to conduct such business that may conflict with current church Bylaw provisions or requirements, including, but not limited to normal business operations, providing for congregational services and community care, the suspension of an annual business meeting and/or other regular business until such a time as the current Emergency is resolved and emergency measures are lifted.
- d. Once the Emergency crisis is declared over by a declaration of the government and/or the church Board of Directors (after consulting with church legal counsel if possible), then standard operating procedures for this church's business and compliance with regular church Bylaws and operations will resume.

## **Article XIX. AMENDMENTS**

Amendments to these Bylaws may be made at any annual or special meeting of the voting members of this church, provided notice of proposed amendments in written or electronic format has been made available to the membership no less than three weeks prior to consideration. Such proposed amendments shall be adopted upon receiving a sixty percent (60%) vote of legal

ballots cast by active members present. Note: members present and voting by absentee ballots, whose names appear on the active Membership Roster shall have the right to cast a vote. Voting by proxy shall not be accepted.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

*For minutes of business meeting to approve:*

\_\_\_\_\_, 20\_\_ was the date of the meeting of the members at which these newly revised Bylaws were adopted. A quorum was present at the meeting, and the Bylaws received a \_\_\_\_\_% vote of those members present and entitled to vote.

\_\_\_\_\_  
Church Name

By: \_\_\_\_\_  
Name: **Lead Pastor**

**Board of Directors:**

Sign: \_\_\_\_\_

Print: \_\_\_\_\_

Sign: \_\_\_\_\_

Print: \_\_\_\_\_

Sign: \_\_\_\_\_

Print: \_\_\_\_\_

Sign: \_\_\_\_\_

Print: \_\_\_\_\_

Sign: \_\_\_\_\_

Print: \_\_\_\_\_

It is suggested the newly revised Bylaws be presented to the congregation as a complete document, not a line by line, section by section revision of the current bylaws, unless only one or two amended changes are required. Before such a business meeting to adopt the bylaws, there should be at least one or perhaps two informational meetings of the congregation, where they have opportunity to hear the rationale for changes and express any concerns. These meetings may inform the leadership about possible edits or additions to the document before it is finally presented to the congregation for an up or down vote (majority or 2/3 or other as specified in the current Bylaws required for amending the bylaws).

**Suggested Resolution:** (may be edited as needed) to be passed by the church board and presented to the congregation:

*WHEREAS*, recommended best practices for churches such as ABC Church require regular review of the Bylaws by legal counsel, The Northwest Ministry Network, and the ABC Church Board of Directors, and

*WHEREAS*, Article XX, Section XX of the ABC Church Bylaws (or Articles of Incorporation or Constitution, whichever applies) provides that the Bylaws of said church may be amended by the affirmative vote of XX% of the voting membership at any duly called business meeting for that purpose with appropriate notification of said meeting and publication of proposed amendments, and

*WHEREAS*, the Board of Directors has undertaken an extensive such review and found the need to make substantive required changes to the Bylaws of ABC Church, and

*WHEREAS*, required notification and publication will (or has) take place, Therefore be it

*RESOLVED*, that ABC Church Board of Directors recommend that the membership of ABC church replace in its entirety the current Bylaws of ABC Church with the proposed Revised Bylaws of ABC Church (Exhibit A) by the prescribed vote of the membership at a duly called business meeting of the membership. And be it further

*RESOLVED*, that the ABC Church Secretary hereby be authorized and directed, in the name and on behalf of the Church, to immediately upon approval by the membership of ABC Church, to execute the Revised Bylaws of ABC Church and to maintain an executed copy with the corporate records of the Church and for publication as needed to the membership.

Resolution passed by a vote of \_\_\_\_\_ on \_\_\_\_\_.  
(%) (date)

(This page should be removed from draft or document presented to the congregation for approval.)