

Bylaws of Pinawa Alliance Church, Inc.

Article 1 – Relationship

Pinawa Alliance Church Inc., hereafter referred to as the *Church*, is a member Church of the Christian and Missionary Alliance in Canada. The Church shall be governed by, and these bylaws shall be subject to, *The Manual* and applicable governing documents, which may, from time to time, be revised and amended, of the Christian and Missionary Alliance in Canada. Included, but not limited to, are the *Local Church Constitution*, hereafter referred to as the *Constitution*, the *Discipline and Restoration Policy for Members of Local Churches*, and the *Statement on Human Sexuality*.

Article 2 – Church Covenant

Believing the Bible is God's special revelation to us and declares what we are to believe and how we are to live, we seek to follow it by being Christ-centred, Spirit-empowered, and Mission-focused in our endeavor to individually and collectively honor the word of God and glorify Him.

We therefore, covenant together with God's help, that:

We will seek to love one another, pray for one another, and help one another grow in grace and in the knowledge of the Lord Jesus Christ. We will endeavor to share each other's joys and with tenderness and mercy bear each other's burdens and sorrows.

We will put away from us bitterness, wrath, and anger, and will reject opportunities to speak or hear gossip or slander about one another. Instead, we will listen carefully to one another, build one another up with our speech, be kind to one another, tenderhearted, forgiving one another even as God for Christ's sake has forgiven us. We will be slow to take offense, but always ready for reconciliation. We will exercise affectionate care and watchfulness over each other and faithfully admonish, encourage, and entreat one another as occasion may require.

We will not forsake the assembling of ourselves together for worship and service. We will use the gifts God has given us in the ministries of the Church as we are able. We will seek to follow those entrusted with our spiritual oversight. We will be good stewards of all that God has entrusted to us and will give as God has prospered us for the support of this Church and the spread of the gospel elsewhere.

We will walk circumspectly in the world and seek to be people of integrity, honesty, righteousness, purity, and faithfulness.

We will endeavor to bring up children under our care in the nurture and admonition of the Lord and by a godly and loving example seek to win others to Christ by sharing the Gospel in word and deed. We will strive to carry out His commission to spread the Gospel throughout the world.

Article 3 – Church Membership

3.1 Qualifications

In addition to meeting the qualifications stated in Article 6.1 of the Constitution, a Member shall be at least 18 years old, agree to these Bylaws, including our Church Covenant, and have regularly attended Pinawa Alliance Church for a minimum of 6 months.

Membership applicants meeting the qualifications shall become members upon the unanimous approval of the Board of Elders, hereafter referred to as the Board.

3.2 Membership Categories

3.2.1 Active Members (Voting Members)

Shall include those members who actively participate in the Church through regular attendance, giving, and

serving, and who adhere to our *Constitution*, including, but not limited to, our *Statement of Faith* and *Purpose*, the *Statement on Human Sexuality*, and these Bylaws, including our *Church Covenant*.

3.2.2 Associate Members (Non-Voting Members)

Shall include individuals who formerly were Active Members of this Church and who no longer are able to fulfill their commitment as Active Members through regular attendance, giving, and serving or who have moved from this region and desire to retain an association with this Church and who continue to uphold our *Statement of Faith* and *Statement on Human Sexuality*. Associate members do not have the right of vote or debate, nor will they be counted in membership totals.

3.3 Membership Review

The Board shall annually review the Membership Roll to ensure it accurately reflects the relationship of individuals to this Church and shall designate members to the appropriate membership category. They shall annually present the Membership Roll to the Church at the Church Annual General Meeting. The Board, where possible, shall notify those designated as Associate Members in writing or by electronic means. If after reasonable attempts to notify the member, the Board is unable to do so, the member shall be so designated without notification.

Associate Members with whom the Church loses contact, or who no longer adhere to our *Statement of Faith* or *Statement on Human Sexuality* shall be removed from the Membership Roll. Where possible, they shall be notified in writing or by electronic means. If after reasonable attempts to notify the Member, the Board is unable to do so, the Member shall be removed without notification.

Should an Associate Member resume active participation in this Church, upon request by the Member, followed by ratification by the Board, shall be designated as an Active Member.

Where an Active Member withdraws from active participation in this Church, or no longer adheres to our *Statement of Faith* or *Statement on Human Sexuality* or *Church Covenant*, the Board shall first attempt to resolve the matter with the individual. A Member who after reasonable attempts at resolution does not wish to resume active participation in the Church, shall be removed from the Membership Roll and shall be notified in writing or by electronic means. If after reasonable attempts to notify the Member, the Board is unable to do so, the Member shall be removed without notification. The Board shall follow the process outlined in the *Discipline and Restoration Policy for Members of Local Churches* where applicable.

Article 4 – Government

4.1 Membership Meetings

The Annual General Meeting shall normally be held in the first quarter of the year to receive the Financial Report for the previous year, receive the Financial Review Report, finalize the budget for the current year, receive ministry reports, elect 2 members to the Nominating Committee, and receive other reports and conduct other business as deemed appropriate.

A Membership Meeting shall be held in the last quarter of the year for the purpose of electing elders for the following year, to approve the salary component of the budget for the following year, to adopt the budget proposal for the following year and to appoint an individual, or individuals for the purpose of reviewing the financial affairs of the Church. Other business may be conducted as deemed appropriate.

4.2 Calling of Meetings

Normally the Board shall call Membership Meetings.

Membership Meetings can also be called upon the written request of at least 20% of the Active Members of the Church to the Chairman of the Board. The Chairman shall call a Membership Meeting within 3 weeks of receiving such a request.

4.3 Notice of Meetings

A minimum notice of 14 days or 2 Sundays, whichever is longer, shall be provided for a Membership Meeting. Notice shall be by public announcement in a Sunday morning service, or bulletin announcement, or electronic means such as e-mail, text, or telephone.

4.4 Quorum

Shall consist of a minimum of 50% of Active Members as established at the outset of the meeting. If a quorum is not achieved, another meeting will be called and the attendance at that meeting will constitute the quorum.

4.5 Voting

Active Members in good standing who are 18 years of age or older and are physically present shall be entitled to vote. Voting will normally be done by a show of hands; however, if any member wishes a vote to be taken by secret ballot, voting shall be done in that manner.

4.6 Emergent Circumstances

In the event a situation arises that prevents in-person meetings of the Membership, the Board shall have the authority to authorize a Membership Meeting by video conferencing. Electronic voting may be employed as deemed appropriate by the Board.

Article 5 – Board of Elders

5.1 Composition and Qualifications

The Board shall consist of a minimum of four members, including the senior pastor, with a maximum of six. The number shall be established by the Nominating Committee in conjunction with the Board.

Elders shall be men who are Active Members of the Church and their selection shall be guided by the qualifications and responsibilities described in Acts 20.28, 1 Timothy 3.1 – 7, Titus 1.5 – 9, and 1 Peter 5.1 – 4. They shall have a proven interest and concern for the spiritual welfare of the Church and the work of the Lord in our region, and demonstrate spiritual maturity by leading exemplary lives.

5.2 Terms

The term of elders shall begin on January 1st. Elders shall be elected to serve for a period of three years, with terms staggered so at least one member is elected each year. If a vacancy occurs in mid-term, the Board may make an interim appointment, which shall be ratified by the Membership at a subsequent Membership Meeting.

5.3 Election

Elders shall be elected by secret ballot at the fall Membership Meeting.

5.4 Calling and Frequency of Meetings

Normally, meetings of the Board shall be held monthly and will be scheduled at the previous meeting. However, if not scheduled by the Board, the chairman shall schedule a meeting. Any member of the Board may request the chairman to call a meeting of the Board.

5.5 Quorum and Voting

Quorum shall consist of a minimum of three members. Normally decisions will be made at regularly scheduled meetings and will be determined by consensus, preferably unanimous consensus. Where any member wishes a vote to be taken, either by a show of hands, or by secret ballot, the Board shall comply. Decisions shall be permitted by electronic means, such as telephone, conference call, texting, email, or video conferencing, but with the provision

that should any member object to a decision being determined in that manner, an in-person meeting shall be required.

5.6 Officers

The Board shall appoint such officers as stipulated in the Constitution and may appoint other officers as deemed appropriate by the Board.

Article 6 – Ministry Standard

All who are involved in a teaching ministry of the Church such as leading a Sunday School class or Bible study, or preaching, shall have a credible testimony of faith in the Lord Jesus Christ and shall agree to the oversight of the Board. They shall also agree not to contradict or oppose our *Statement of Faith*, our *Statement on Human Sexuality*, or our *Church Covenant* in fulfilling their ministry in the Church.

Article 7 – Financial

7.1 Fiscal Year

The Fiscal year shall be the calendar year.

7.2 Financial Review

An individual, or individuals, with competence in accounting shall annually review all the financial affairs, records, and financial procedures of the Church and provide a written report. That individual, or individuals, shall be annually appointed at a Church Membership Meeting. The Financial Review Report shall be presented at the Annual General Meeting.

7.3 Signing Authority

All cheques shall require two signatures, one of which shall be a board member. The two individuals signing cheques must have an arm's length relationship to one another. The Board will designate who is authorized to sign cheques, income tax receipts and regulatory reports.

Article 8 – Nominations

The Nominating Committee shall consist of the senior pastor and four members with equal representation from the Board and the membership. They shall consider men qualified to serve as elder and present their nominees as stipulated in the Constitution.

Other nominations may be made by any Active Member after obtaining the permission of the nominee. All nominees must meet the qualifications for elder. Other nominations shall be given in writing to the chairman of the Nominating Committee at least four weeks before the Membership Meeting where elections will take place. The Nominating Committee shall review the nomination and after concluding the nominee is qualified as an elder, shall include that nominee with their report to the membership.

The Nominating Committee may interview all potential candidates as they see fit, including nominees submitted to it, to determine their suitability, qualifications, agreement with our *Statement of Faith*, *Church Covenant*, and governing documents, and willingness to serve.

Article 9 – Bylaws and Amendments

These bylaws may be amended by a majority vote at a Membership Meeting. A proposed amendment may be introduced by a motion at a Membership Meeting, or by an Active Member in writing to the Chairman of the Board, or by the Board. Prior to a vote to adopt a proposed amendment, the proposed amendment shall be posted and made available to the Membership and notice given for a minimum of 14 days or 2 Sundays.