

# **Bylaws**

## **FOR DISTRICT AFFILIATED CHURCHES**

**SOUTHERN CALIFORNIA DISTRICT COUNCIL  
OF THE  
ASSEMBLIES OF GOD**

**REVISED JANUARY 2002**



**BYLAWS**  
**for**  
**DISTRICT AFFILIATED CHURCHES**  
**of the**  
**SOUTHERN CALIFORNIA DISTRICT COUNCIL**  
**OF THE ASSEMBLIES OF GOD**  
**Revised January 2002**

**ARTICLE I. NAME**

The name of this church shall be:\_\_\_\_\_.

**ARTICLE II. PURPOSES**

1. Inasmuch as the Lord Jesus Christ came to glorify the Father (John 17:4), so the purpose of this Church shall be to glorify God (Ephesians 1:12).
2. Inasmuch as the Lord Jesus Christ came to make disciples (Mark 1:17), so the purpose of this Church shall be to disciple persons in Christian belief and practice (Matthew 28:18-20).
3. Inasmuch as the Lord Jesus Christ came to save sinners (Luke 19:10), so the purpose of this Church shall be to proclaim salvation through repentance, forgiveness, and faith in Christ (Luke 24:47).
4. Inasmuch as the Lord Jesus Christ came to serve (Mark 10:45), so the purpose of this church is to meet human need as resources are available (Matthew 25:31-46).

### **ARTICLE III. AFFILIATION**

This Church is a Member Church of the Southern California District Council of the Assemblies of God.

This Church shares in the privileges and assumes the responsibilities enjoined by its affiliation with the District Council.

### **ARTICLE IV. TENETS OF FAITH**

The Tenets of Faith of this Church shall be those given in the Constitution of the General Council of the Assemblies of God. A concise statement of these Tenets of Faith is given as follows.

#### **Statement of Fundamental Truths**

The Bible is our all-sufficient rule for faith and practice. This Statement of Fundamental Truths is intended simply as a basis of fellowship among us (i.e., that we all speak the same thing, I Corinthians 1:10; Acts 2:42). The phraseology employed in this statement is not inspired or 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 as to these fundamental 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 (II Timothy 3:15-17; I Thessalonians 2:13; II 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; Luke 3:22).

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

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

1. His virgin birth (Matthew 1:23; Luke 1:31,35).
2. His sinless life (Hebrews 7:26; I Peter 2:22).
3. His miracles (Acts 2:22; 10:38).
4. His substitutionary work on the cross (I Corinthians 15:3; II Corinthians 5:21).
5. His bodily resurrection from the dead (Matthew 28:6; Luke 24:39; I Corinthians 15:4).

6. His exaltation to the right hand of God (Acts 1:9,11; 2:33; Philippians 2:9-11; 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; 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.

1. 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; Titus 2:11; 3:5-7).

2. 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; Titus 2:12).

#### 6. The Ordinances of the Church

1. 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; Romans 6:4).

2. 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 (II Peter 1:4); a memorial of His suffering and death (I Corinthians 11:26); and a prophecy of His second coming (I 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 enduement 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; I 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; 15:7-9). With the baptism in the Holy Spirit come such experiences as an overflowing fullness of the Spirit (John 7:37-39; Acts 4:8), a deepened reverence for God (Acts 2:42; Hebrews 12:28), 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 Initial Physical 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 (I Corinthians 12:4-10,18), 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; I Thessalonians 5:23; Hebrews 13:12). 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" (I 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; 8:1,2,13; Galatians 2:20; Philippians 2:12,13; I 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 her great commission. Every believer, born of the Spirit, is an integral part of the general assembly and church of the firstborn, which are written in heaven (Ephesians 1:22, 23; 2:22; Hebrews 12:23).

#### 11. The Ministry

A divinely called and scripturally ordained ministry has been provided by our Lord for the three-fold purpose of leading the Church in: (1) evangelization of the world (Mark 16:15-20), (2) worship of God (John 4:23,24), and (3) 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 for in the Atonement, and is the privilege of all believers (Isaiah 53:4, 5; Matthew 8:16, 17; 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 (I Thessalonians 4:16,17; Romans 8:23; Titus 2:13; I 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; 20:1-6). This millennial reign will bring the salvation of national Israel (Ezekiel 37:21,22; Zephaniah 3:19,20; Romans 11:26,27) and the establishment of universal peace (Isaiah 11:6-9; Psalms 72:3-8; Micah 4:3,4).

## 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 25:46; Mark 9:43-48; Revelation 19:20; 20:11-15; 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" (II Peter 3:13; Revelation 21, 22).

# **ARTICLE V. MEMBERSHIP**

## Section 1. Standard of Membership

The standard of membership in this Church shall be:

1. Evidence of a genuine experience of salvation (John 1:12-13, 3:3-8; I Peter 1:18-25).
2. Evidence of a consistent Christian life (Romans 6:4, 13:13-14; Ephesians 4:17-32; 5:1-2,15; I John 1:6-7). Any immorality condemned in Scripture, including the

sexual immoralities of fornication, adultery, and homosexuality, shall be considered grounds for refusing membership until repentance is assured.

3. Agreement with the Tenets of Faith as set forth in Article IV.
4. Agreement to give ten percent of income (the tithe) on a regular basis, as well as other contributions as the Lord enables, for the support of this Church in accordance with the Scriptures (Malachi 3:20; I Corinthians 16:2; II Corinthians 9:6-9).
5. Agreement to comply with and be bound by these bylaws.
6. Evidence of a cooperative, submissive, humble and Christ-like spirit as the Scriptures enjoin.

## Section 2. Categories of Membership

The Church shall have four categories of members. The designation of such categories and the qualifications and rights of the members of such categories shall be as follows:

1. Active. Active membership shall be open to all those eighteen (18) years of age and older who shall freely give of themselves to the commitments of membership as stated in Section 1 of this Article. The voting membership shall be composed of the active members who have been active members for at least ninety consecutive days prior to a regular or specially called business meeting.
2. Associate. Associate membership shall be composed of those who for various reasons do not wish to be active members but who desire the fellowship of the Church. They shall freely give of themselves to the commitments of membership as stated in Section 1 of this Article, but shall be non-voting members.
3. Junior. Junior membership shall be open to those whose age is below eighteen (18) years of age, who have sufficient spiritual and mental maturity to freely give of themselves to the commitments of membership as stated in Section 1 of this Article. Junior members shall be non-voting members. When a junior member reaches the age of eighteen (18), the Board shall change his membership to another appropriate category.
4. Inactive. Any enrolled member who fails to attend services regularly or who ceases to take an active part in the life of the Church may be transferred to the inactive roll according to the procedures set forth in this Article, Sections 8 and 9. Inactive members shall not have a vote in Church meetings. A written request by the inactive member or a motion by a member of the Board for reinstatement to the prior status shall be considered at the next duly noticed meeting of the Board. An affirmative vote of two-thirds of a quorum of the Board shall be required for such action.

### Section 3. Election of Members

1. By application or transfer. Persons desiring to become members of the Church shall fill out an application form approved by the Board. The Board may accept, in lieu of a completed application, a letter of transfer from another Assemblies of God church. The Pastor or his designated membership committee shall examine the application or transfer according to the standards of membership (Section 1), and shall make recommendations to the Board. The Board shall consider the application or transfer at its next duly noticed meeting. An affirmative vote of two-thirds of a quorum of the Board shall be required for election to membership. Persons so elected shall be publicly received into membership at any regular church service.
2. Membership Class. The Pastor and Board may authorize the establishment of a membership class and require any prospective member to complete the class prior to the prospective member's submission of an application or transfer. The Membership Class shall be under the direction of the Pastor or his designee.
3. Credentialed Ministers. Ministers credentialed with the Assemblies of God, other than those on the church staff or payroll, may hold Associate Membership in this Church. Ministers credentialed with the Assemblies of God who are on the church staff or payroll may hold active membership during the time they hold position with the Church. Except for the provision just given, active membership may not be given to any Assemblies of God or non-Assemblies of God credentialed minister without the written approval of the Southern California District Council Executive Presbytery.

### Section 4. Resignation

Any member desiring to resign may file a written resignation with the Pastor or Secretary who shall present it to the Board at its next duly noticed meeting. An affirmative vote of two-thirds of a quorum of the Board shall be required to approve the resignation.

### Section 5. Transfer

Any member desiring to be transferred to some other church may apply to the Pastor or Secretary for a letter of transfer. Said letter shall be granted if approved by an affirmative vote of two-thirds of a quorum of the Board.

### Section 6. Alteration or Termination of Membership

Unscriptural conduct or failure to maintain and abide by the standards of membership given in Sections 1 and 10 of this Article shall constitute sufficient grounds upon which any member may be removed from the membership or disciplined by being placed in a category of membership other than active membership (Matthew 18:15-18; Romans

16:17-18; I Corinthians 5:11; Galatians 1:8-9; Titus 3:1-5). The Board shall have the duty to investigate any charges against a member and to determine whether there has been unscriptural conduct or failure to maintain and abide by the standards of membership given in Sections 1 and 10 of this Article. The Board shall ascertain what action has been taken by the Pastor or others to counsel or assist the member. In acting upon any such investigations, the Board shall follow the procedures set forth in this Article, Sections 7, 8 and 9. Upon a vote in accordance with these procedures the Board may terminate the membership and strike that member's name from the roll or reclassify his membership.

#### Section 7. Review of Membership Roll

The Pastor and Board shall revise the membership roll within ninety (90) days of the annual business meeting and at such other times as they deem necessary. The review preceding the annual business meeting shall be completed not less than fifteen (15) days prior to the meeting. At its annual revision and more often as need may require, the Board shall remove from the roll all names of members who are deceased, together with the names of those who have resigned, or whose membership has been terminated. The roll shall accurately reflect the category of membership of each member.

#### Section 8. Action of the Board Affecting Membership Status

The Board by an affirmative vote of two-thirds of a quorum may alter or terminate the membership of a member for cause at any duly noticed meeting provided that at least ten (10) days prior written notice of such pending action is given to the said member. The member involved shall be given an opportunity to be heard at such meeting.

#### Section 9. Right of Appeal

Any member whose membership has been altered or terminated by the Board has the right to appeal. Appeal for reconsideration may be made to the Area Director and the SAC, with the Board of the Church. Its decision is final.

#### Section 10. Necessity of Unity

1. Cooperative action. The membership of this Church shall give consent to its forms of government, together with the past policies mutually agreed upon, and agree to the policy of fundamental unity and agreement, alike in doctrine, conduct and action, and shall conform to the Scriptural injunction that there be no divisions in the body. They shall be subject to those who may be delegated to rulership as the Word of God plainly teaches, that the principle of Christian fellowship may be kept inviolate and perpetuated, recognizing its fundamental importance. A member who exercises the rights of membership given in these bylaws shall not be deemed to be lacking cooperative action unless such a member refuses to abide by a final decision once that decision has been reached or pursues his bylaw-created rights

with an un-Christlike spirit and manner.

2. Attitude toward strife. Inasmuch as no Christian institution can comply with the plain teaching of Scripture unless unity and harmony predominates within its circle, no member of this Church may use means to incite or engender strife, but shall work in harmony with the membership, the Board, and church officers, as did the early Church (Acts 2:42). If there is cause for dissatisfaction, it shall be called to the attention of the Pastor and the Board in a manner and spirit which conforms to provisions given in these bylaws.

## **ARTICLE VI. Meetings**

### **Section 1. Regular Services**

Meetings for public worship shall be held on each Lord's Day and during the week as may be determined by the Pastor and Board.

### **Section 2. Special Services**

Revivals, rallies, missionary services, conventions, and other special services shall be planned by the Pastor. The Pastor may counsel with the Board in such planning; he shall keep it informed of such plans.

### **Section 3. Annual Business Meeting**

The church year shall coincide with the calendar year, beginning on January 1 and running through December 31 of each year. There shall be a general meeting of the membership to be known as the annual business meeting. It shall be held annually during the months of January or February for the transaction of such business as may be brought to the meeting. The time and place of the annual business meeting shall be set by the Board.

The annual business meeting may be postponed for a reason, for a period not to exceed thirty (30) days, by action of the Pastor and Board.

### **Section 4. Order of Business**

The regular order of business for the annual business meeting of the Church shall be as follows:

1. Devotional
2. Roll call
3. Approval of prior minutes
4. Report of the Pastor
5. Report of the Treasurer

6. Report of committees
7. Unfinished business
8. Nominations for open Board positions (if applicable)
9. New business
10. Adjournment

#### Section 5. Special Business Meetings

Special business meetings of the church may be called by:

1. The District Superintendent of the Southern California District Council of the Assemblies of God; or
2. The Secretary of the Board upon the written order of a majority of the Board.

#### Section 6. Notice of Business Meetings

Notice of all annual and special business meetings shall be made by verbal announcement during two consecutive Sunday morning services prior to such meeting. Notice may additionally be published in the form of bulletin announcements, mail, or in such other form as may be determined by the Board. An exception regarding notice of a business meeting shall be made when it is called by the District Superintendent; in such case, the notice shall be made by verbal announcement during one Sunday morning service provided notice of such a meeting shall have been mailed to the active membership at least seven (7) days prior to the meeting.

#### Section 7. Quorum

There shall be two alternatives in determining a quorum.

1. When the purpose of voting is to request the Southern California District Council Executive Presbytery to change the Church from that of a District Affiliated Church to a General Council Affiliated Church; no matters may be voted on and no business may be conducted unless fifty percent (50%) or more of the active members shall be present to constitute a quorum.
2. No matters may be voted on and no business may be conducted at any meeting, when called for any other purpose except that specified in the immediately preceding paragraph, unless twenty-five percent (25%) or more of the active members shall be present to constitute a quorum, referred to in these bylaws as a minimum quorum.

#### Section 8. Absentee Voting

Absentee voting or absentee ballots shall not be permitted at any annual or specially called Church business meeting. This prohibition extends to all elections and all issues.

## Section 9. Unauthorized Meetings and Activities

No member of this Church shall promote private enterprises, activities, or meetings (such as private prayer meetings, Bible studies, action groups) which involve the membership of this Church which have not been sanctioned by the Pastor and Board. No member shall use his influence to draw other members of the Church into such outside activities. If additional services are desired besides those provided for, such services must have the approval of the Pastor and be under his general supervision. In the event the Church is temporarily without a Pastor, such services must have the approval of the Board.

## **ARTICLE VII. THE BOARD**

### Section 1. Definition

There shall be a Board of this Church which shall be comprised of the Pastor and such other members as are appointed by the District Superintendent. Such a Board may be referred to as the Official Board or the Board of Directors. "Board member" shall be a term referring to members of the Board other than the Pastor, although the Pastor shall be a member of the Board.

### Section 2. Qualifications

1. The Board member's relationship to God. Board members shall be persons who evidence a mature and vital walk with God. They shall be the persons whom others readily identify as those who walk in Christ's steps; who can be turned to in times of spiritual need for Godly and wise counsel; who manifest a life of holiness, wisdom, and faith, and who are filled with the Spirit (Acts 2:4, 6:3).
2. The Board member's relationship to family. A Board member may be unmarried or married to one spouse. A Board member's family shall be a positive, wholesome, and imitable influence upon others (inasmuch as children who have come of age cannot be coerced into the Faith, Board members are not to be regarded as necessarily derelict in their Christian duties if their teenage and older children are not believers) (Luke 15:11-13).
3. The Board member's relationship to self. A Board members shall be a wholesome person spiritually and emotionally. The Board member's life shall manifest the fruit of the Spirit (the life qualities of the indwelling Christ): love, joy, peace, endurance, kindness, goodness, faithfulness, gentleness, and self-control.
4. The Board member's relationship to the Body of Christ. Board members shall be persons to whom believers look for guarding the Church from false doctrine and false teachers, promoting and/or teaching sound doctrine within the Church, and providing leadership, direction and counsel to the congregation in matters

pertaining to the Church as a whole. Their involvement in the life of the congregation and commitment to the standards of membership given in Article V, Sections 1 and 10, shall be exemplary.

5. The Board member's relationship to the world. Board members must be above reproach, having a good reputation among those outside the Church.

Board members shall bear the qualifications of life given for the office of deacon (I Timothy 3:8-13) or bishop (I Timothy 3:1-7), and exhibit the qualities of character found in Matthew 5:3-12; Romans 12:9-21; I Corinthians 13; Galatians 5:22-26; and II Peter 5:1-9.

### Section 3. Duties

1. The Board shall act in an advisory capacity to the Pastor in all matters pertaining to the Church in its spiritual life.
2. The Board, with the Pastor, shall be the executive body in the conduct of the functions and privileges of the Church. They shall serve as directors of the corporation.
3. The Board, with the Pastor, shall act in the examination of applicants for membership, and in the discipline of members.
4. The Board, with the Pastor, shall be the trustees of the Church property and finances, and shall be responsible for care of the same.
5. The Board shall conduct itself within guidelines and procedures given it in the Bylaws and the Manual for District Affiliated Churches, Pastors and Boards, and shall be monitored by the Area Directors.
6. The Board, with the Pastor, shall adopt procedural rules from time to time as necessary for the proper functioning of the Church.
7. The Board and the Pastor shall fulfill their spiritual and temporal duties in a spirit of servanthood to the Lord, the Church, and one another. Neither the Pastor nor the Board are to exercise dictatorial leadership over one another or the Church; but shall cooperatively work together as a model of Christian unity and leadership, each submitting to one another as the Spirit, need, or circumstance may require. When disunity becomes present between the Pastor and Board, it shall be the responsibility of each to attempt to solve the difficulty between them; if failing to do so, it shall be the responsibility of each to seek the mediating efforts of the District Superintendent or his designee in order that the conflict may not be carried into the Church, but resolved within the circle of leadership.
8. The Board shall determine the salary of the ministers and employees of the

Church, as provided in Article XII, Section 7. The Pastor shall be provided an annual paid vacation, if possible, time and length to be determined by mutual agreement. The Board shall also endeavor to provide the finances necessary for the Pastor to attend District Ministers' Retreat and District Council, and General Council meetings. Such attendance shall not be considered a part of the Pastor's vacation.

#### Section 4. Number of Board Members

The number of persons serving as Board members shall be a minimum of three (3) plus the Pastor. As the church grows, others can be added at the discretion of the District Superintendent.

#### Section 5. Election of Board Members

The District Superintendent shall appoint the Board members. Board members may be appointed from within or outside the church so long as the Board member is either a member of an Assemblies of God church or is a credentialed minister with the Southern California District Council of the Assemblies of God.

#### Section 6. Term of Office

The term of office shall be for a period of three (3) years. The time may be extended at the discretion of the District Superintendent upon recommendation of the Area Director.

#### Section 7. Regular Meetings

The Pastor shall call a regular meeting of the Board within thirty (30) days after the annual business meeting. Thereafter, the Board may provide by resolution the time and place for the holding of additional regular meetings of the Board. The Board shall meet a minimum of nine (9) times a year.

#### Section 8. Special Meetings

Special meetings of the Board may be called by or at the request of the Pastor or any two (2) Board members. The person or persons authorized to call special meetings of the Board may fix the time and place for holding any special meeting of the Board called by them.

#### Section 9. Notice of Meetings

Notice of regular meetings of the Board may be made by a Board resolution adopted at the initial meeting of the Board following the annual business meeting, or at any subsequent meeting of the Board during its term.

Notice of any special meeting of the Board shall be given at least four days previously thereto by written notice delivered personally or sent by mail pursuant to Article XI. Any

Board member may waive notice of any meeting. The attendance of any Board member at any meeting shall constitute a waiver of notice of such meeting, except where a Board member attends for the express purpose of objecting to the transaction of business because of failure of notice. The business to be transacted at the meeting need not be specified in the notice or waiver of notice of such meeting, unless specifically required by law or by these bylaws.

#### Section 10. Quorum

A majority of the Board members shall constitute a quorum for the transaction of business at any meeting of the Board. If less than a majority of Board members are present at said meeting, a majority of the Board members present may adjourn the meeting from time to time without further notice.

#### Section 11. Manner of Acting

The act of a majority of the Board members present and voting at a meeting at which a quorum is present shall be the act of the Board, unless the act of a greater number is required by law or these bylaws.

#### Section 12. Vacancies

In the event of a vacancy due to the resignation, death, or removal of a Board member, the District Superintendent shall select his replacement.

A Board member shall have vacated his office when he submits a written resignation or when he verbally resigns to the District Superintendent.

A Board member may have his office declared vacant by the District Superintendent.

### **ARTICLE VIII. OFFICERS AND STAFF**

#### Section 1. Pastor

1. Qualifications. The Pastor of this church shall at all times be a credentialed minister of the General Council of the Assemblies of God, or a minister serving with the express written approval of the Executive Presbytery of the Southern California District Council of the Assemblies of God, Inc. In no event shall a former Pastor of this Church who is no longer credentialed by the General Council of the Assemblies of God, Inc., serve as an employee of this Church without the express written consent of the Executive Presbytery of the Southern California District Council of the Assemblies of God, Inc.

2. Duties.

- a. The Pastor, as designated in the Scriptures, is the head of the Church under the leadership of the Lord Jesus, and is referred to under the title of "pastor" or "shepherd" (Ephesians 4:11), "bishop" or "supervisor" (I Timothy 3:2-7), and "presbyter" or "elder" (Titus 1:5).
- b. The Pastor shall have oversight of the Church, its ministries and employees, in accordance with the provisions of Article VII, Section 3.
- c. The Pastor shall be the President of the Corporation, Chairman of the Board, and shall preside over all Church Business meetings and Board meetings; except when the District Superintendent provides otherwise.
- d. The Pastor shall be an ex-officio member of all other Boards and committees within the Church.
- e. The Pastor shall be responsible for the preparation of the agenda of all Church business meetings and Board meetings, except when the District Superintendent provides otherwise.
- f. The Pastor shall provide for all services of the Church and shall arrange for all special meetings, conventions, and revival campaigns. No person shall be invited to minister in the Church without his approval.
- g. The Pastor shall endeavor to represent the Church in Sectional, District and General Council activities.
- h. The Pastor shall perform all other duties necessary to the work of the ministry.

3. Manner of election.

- a. The Pastor shall be chosen by the District Administrative Committee (the District Superintendent, Assistant Superintendent, Secretary-Treasurer) of the Southern California District Council of the Assemblies of God.
- b. The District Administrative Committee may receive an advisory secret ballot vote from the active membership prior to the appointment of a pastor, it being understood that said advisory vote shall not be binding upon the District Administrative Committee.

4. Term of office. The term of the Pastor's office shall be for an indefinite period; the term to expire upon thirty days notice given by resignation of the Pastor, or by action of the District Superintendent. The Pastor's ministry shall be reviewed at least annually by the Area Director and Sectional Presbyter, who may make recommendations to the District Administrative Committee concerning continuation

of the Pastor's tenure.

## Section 2. Other Pastors and Employees

All associate and assistant pastors, directors of youth, music and education, and any other members of the pastoral or Church staff and all other Church employees shall be appointed by the Pastor, subject to prior ratification by the Board. All appointments shall expire whenever the office of Pastor is vacated or by action of the Pastor and Board.

## Section 3. Vice-Chairman

The Area Director shall be a member of the Board and shall serve as Vice-Chairman of the Board. He shall preside over, or designate a Chairman pro tem for all Church business meetings and Board meetings in the absence of the Pastor. If the Office of Pastor is vacated, the Area Director shall assume responsibility for the general supervision of the Church.

## Section 4. Secretary

The Secretary of the Church shall be a member of the Board and shall keep, or cause to be kept, a book of minutes of all Church business meetings and meetings of the Board. He shall keep, or cause to be kept, a record of the membership of the Church, and shall be custodian of all legal documents of the Church and its corporate seal. He shall perform such other duties as belong to his office. The Secretary shall be appointed by the District Superintendent.

## Section 5. Treasurer

The Treasurer of the Church shall be a member of the Board and shall be responsible for all monies received into the treasury of the Church and shall disburse, or cause to be disbursed, such funds as directed by the Board under authority granted by the Board or these bylaws. He shall keep, or cause to be kept, itemized records of all receipts and disbursements, and shall furnish financial reports to the Board monthly and to the membership annually. His records shall be available at all times for audit under the direction of the Board. The Treasurer shall be appointed by the District Superintendent.

# **ARTICLE IX. DEPARTMENTS AND COMMITTEES**

## Section 1. Committees of the Board

The Board, by resolution adopted by a majority of its members, may designate one or more committees, each of which shall consist of one or more Board members, which committees, to the extent provided in said resolution, shall have and exercise the authority of the Board in the management of the Church; but the designation of such committees and the delegation thereto of authority shall not operate to relieve the Board

of any individual Board member of any responsibility imposed by law or these bylaws upon it or the Board member.

## Section 2. Other Committees and Departments of the Church

Other committees and departments within the Church not having or exercising the authority of the Board in the management of the Church may be provided for by a resolution adopted by a majority of the Board present at a meeting at which a quorum is present. The members of such committees or the personnel of such departments shall be appointed by the Pastor subject to ratification by the Board. Anyone so appointed shall serve at the pleasure of the Pastor or Board.

## Section 3. Chairman

One member of each committee shall be appointed chairman by the person or persons authorized to appoint the members thereof.

## Section 4. Vacancies

Vacancies in the membership of any committee or department position may be filled by appointments in the same manner as provided in the case of the original appointments.

## Section 5. Quorum

Unless otherwise provided in the resolution of the Board designating a committee, a majority of the whole committee shall constitute a quorum and the act of a majority of the members present at a meeting at which a quorum is present shall be the act of the committee.

## Section 6. Duties

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

# **ARTICLE X. MANNER OF GIVING NOTICE**

Whenever these bylaws do not state otherwise, notice is required to be given to any Board member, officer, or member, and such notice shall not be construed to mean personal notice, but may be given in writing, by mail, by depositing the same in the post office or mailbox, in a postpaid sealed envelope, addressed to such member, officer, or Board member at such address as appears on the records of the Church and such notice shall be deemed to be given at the time when the same shall be thus mailed.

## **ARTICLE XI. FINANCE**

### **Section 1. Income**

The financial needs of the Church shall be met by tithes, offerings, gifts, devises, bequests, trusts, annuities, contributions and such other means as the Board may approve.

### **Section 2. Budget**

The Board shall prepare annually a unified budget for the Church. Said unified budget shall include all monies received or expended by or for any and all departments of the Church.

### **Section 3. Banking**

The Treasurer shall properly account for or cause to be accounted all monies received by any and all departments of the Church and immediately deposit or cause to be deposited the same in the bank account or accounts of the Church which the Board shall from time to time establish.

### **Section 4. Withdrawals**

Two signatures shall be required on any withdrawal of monies from any account. The persons authorized to sign for said withdrawals shall be the President, Vice-President, Secretary, Treasurer, or persons named by the Board. All withdrawals shall be made under the supervision of the Board.

### **Section 5. Audit**

The Board shall audit the books annually or more often. They shall review monthly income and disbursements statements.

### **Section 6. Encumbering**

The Board shall not have the power to borrow. Authority to borrow is vested in the Southern California District Council Executive Presbytery (Article XIII, Section 2).

## Section 7. Salaries

The Pastor shall be given regular and adequate financial support to the best of the Church's financial ability, the amount and manner of which shall be determined by agreement between the Pastor and Board. The salaries of all members of the pastoral staff and other full-time or part-time employees shall be set by the Board with the advice and counsel of the Pastor. All salaries and benefits shall be reviewed by the Board on an annual basis or more frequently as the Board desires. A general principle shall be that as the church prospers and the General Fund income grows under the Pastor's leadership, that percentage of growth shall be applied to the Pastor's salary for the next year.

## Section 8. Missionary commitments and Missions Projects

Regular financial support to missionaries, missionary projects, and other persons(s) and causes related to missions shall be decided upon by the Board.

## Section 9. Benevolence Fund

The Church, in the exercise of its religious purposes and mission, has established a benevolence fund to assist persons in financial need. The Church welcomes contributions to the fund. Donors may feel free to suggest beneficiaries of the fund or of their contributions of the fund. However, the administration of the fund, including all disbursements, is subject to the exclusive control and discretion of the Board. The Board may consider suggested designations, but in no event is it bound to honor them. Donors wishing to make contributions subject to these conditions ordinarily may deduct their contributions if they itemize their deductions. Checks should be made payable to the Church, with a notation that the funds are to be placed in the benevolence fund.

## Section 10. "First Money"

It is the responsibility of the Pastor, as CEO of the church, to safeguard the testimony and financial reputation of the Church. "First money" shall go to the payment of the mortgage and other bills of the church before salaries, either current or past. This applies also to any back or unpaid salaries at the time of the Pastor's resignation.

# **ARTICLE XII. COOPERATION WITH DISTRICT AND GENERAL COUNCILS**

## Section 1. Benefits of Affiliation

This Church may receive the following benefits resulting from its status as a Member Church of the Southern California District Council and as a District Council Affiliated Church.

1. Purpose. This Church is entitled to participate in the reasons-for-being of the

Assemblies of God as declared in the Constitutional Declaration of the General Council Constitution.

2. Doctrine. This Church is undergirded by sound Biblical doctrine (see Article IV).
3. Pastors and Staff Ministers. This Church may be assured that those serving the Church in a ministerial capacity shall be credentialed by and accountable to the Southern California District Council and/or the General Council of the Assemblies of God, or have the express written approval of the Executive Presbytery of the Southern California District Council.
4. Itinerant ministers. This Church is entitled, through its Pastor, to the strengthening ministry of evangelists, teachers, and various types of itinerant ministers credentialed with the General and/or District Council.
5. Listing. This Church is entitled to be listed in the current annual District and General Council Yearbooks. Such listing qualifies the Church to receipt donations given it and accords the Church the benefit of being under the umbrella of the Assemblies of God qualification as a non-profit corporation bearing Internal Revenue 501(c)(3) status.
6. Oversight and Accountability. This Church is entitled to receive counsel and direction from those whose election and qualification have set them aside as overseers in God's work. Such counsel and direction may come from the Area Director or elected District Officials.
7. Home and Foreign Missions . This Church is entitled to participate in the vibrant home and foreign missionary work of the Assemblies of God through giving its people and financial resources for the spread of the Gospel under a program with strict doctrinal and financial accountability.
8. Departments. This Church is entitled to utilize the services of General Council and District Council departments for the strengthening of its local ministry. District departmental assistance includes, but is not limited to, the following: Sunday School/Christian Education, Men's Ministries, Missionettes, Royal Rangers, Women's Ministries, and Youth.
9. Southern California College and Chi Alpha. This Church is entitled to utilize the resources of Southern California College and the District Chi Alpha Ministry for its college students to be nurtured in the Faith within a Christian or secular college context.
10. Pinecrest Christian Conference Center. Subject to availability and expense, this Church is entitled to the use of this excellent resource for Christian conference grounds in an idyllic mountain setting. Whether through use of Pinecrest for the church itself, or through the Church's participation in District-wide conferences and

camps, Pinecrest may be utilized for the evangelization and edification of all ministered to by this Church.

11. Teen Challenge. This Church may avail itself of the resources of Teen Challenge in seeking to minister to those within our Church and community who are dependent upon chemicals or alcohol.
12. Official Representation. This Church, by action of its Board, may appoint one of its members to serve as a lay representative at District Council and Sectional Council business meetings.
13. Church Loans. This Church may utilize the resources of the District financial standing to help it obtain church financing.
14. Change in Status. When the church is capable in maturity, leadership and finance to become General Council affiliated, the pastor shall obtain permission from the District leadership, through the Area Director and Sectional Presbyter, to present this to the Church. At any regular or specially called business meeting, the active membership by majority vote of a maximum quorum may request the Southern California District Council Executive Presbytery to change the membership status of the Church from that of a District Council Affiliated Church to that of a General Council Affiliated Church.

## Section 2. Responsibilities of Affiliation

1. Prayer. This Church shall pray for the global, national and district ministry of the Assemblies of God.
2. Support.
  - a. General Council. This Church shall send an offering each year to the General Council for its support in an amount not less than one dollar per Church constituent.
  - b. District Council. This Church shall send a minimum of one percent (1%) of its general fund, on a monthly basis, to the District United Ministries Fund for the undergirding of the District work and expansion. Additional offerings may be given to District departments and ministries.
  - c. Missions. This Church shall support to the best of its ability, on a monthly basis, foreign missionaries from the Southern California District under General Council appointment and home missionaries from the Southern California District Council under District or General Council appointment. To the best of its ability, and through the invitation of the Pastor, this Church shall have such appointed missionaries hold services and minister at missions meetings and conventions, and constituents of this Church shall be encouraged to give faith

promises and/or offerings for the support of these missionaries and the approved projects they represent.

- d. Southern California College. This Church shall give an amount equivalent to ten percent (10%) of its world missions giving to Southern California College.
  - e. Church Planting and Strengthening. This Church shall give an amount equivalent to ten percent (10%) of its foreign missions giving to District Home Missions for planting and strengthening other Assemblies of God churches within the District.
3. Ministry and Mission. This Church shall maintain pure doctrine, operate within its own and District bylaws, conduct itself in a manner consistent with Assemblies of God principles and integrity, and ensure that its assets are not dissipated but at all times conserved and dedicated to the historic mission of the Assemblies of God.
  4. Integrity and Fidelity. This Church shall seek to exalt Christ in all its conduct and ministries. It shall remain faithful to live and proclaim the Full Gospel. It shall identify with and affirm its affiliation with the Southern California District Council of the Assemblies of God.
  5. Records. This Church shall cause a copy of its important corporate records to be kept on file at the District Office. Such records shall include, but not be limited to the current:
    - a. Articles of Incorporation
    - b. Constitution and/or Bylaws
    - c. Annual Financial Report
    - d. Copies of Property Deeds
    - e. Completed Annual Church Ministries Report furnished by the General Council.
    - f. All amendments made to the Articles of Incorporation, Constitution and/or Bylaws.
    - g. Proof of current casualty and comprehensive liability insurance. This Church shall list the District Council as an additional insured on its liability insurance policy.
    - h. Federal identification number.
  6. Accountability. The District Council Articles of Incorporation and Bylaws shall take precedence over the Articles of Incorporation and Bylaws of this Church. The

District shall not usurp the authority properly vested in this Church; however, when the governance provisions of this District Council's Articles of Incorporation and/or Bylaws, the District's provisions of this Church are either silent on or in conflict with provisions made in the District Council's Articles of Incorporation and/or Bylaws, the District's provisions shall govern.

7. Arbitration. Any controversy or claim between this Church, or any member or officer of this Church, or any person claiming to be a member or officer of this Church and the District Council or any other member or officer of this church, for which either party may have a cause for legal action (redress from any civil court) shall be submitted to binding arbitration. The arbitrators shall be chosen from the Panel of Arbitrators elected by the District Council in accordance with its bylaws. The disputing parties shall each select one arbitrator from the Panel of Arbitrators, and the third arbitrator shall be selected by the two previously selected arbitrators. Such arbitration shall proceed in accordance with Title 9 of the California Code of Civil Procedure, or any successor statute.

### **ARTICLE XIII. PROPERTY**

#### Section 1. Title

All property of whatever kind and wherever situated regardless of how it is acquired by the Church shall be held, sold, transferred or conveyed in the name of the Corporation and/or the Southern California District Council of the Assemblies of God.

#### Section 2. Acquisition-Disposition

The Southern California District Council Executive Presbytery shall have the power to mortgage, encumber or hypothecate the assets of the Church. From time to time real and/or personal property may be offered to the Church by a donor or donors which is intended to provide support to the Church rather than for actual use by the Church. The Board shall have the power to accept and to dispose of such property in such manner as they deem appropriate and to execute any and all documents necessary and/or convenient provided such action is authorized by a two-thirds vote of the Board. All other transactions involving real property, whether by purchase, lease, mortgage, encumbrance, sale or otherwise, must be approved by a majority of the Southern California Council Executive Presbytery.

#### Section 3. Documents

The President and Secretary shall execute any conveyance, lease, or mortgage when properly approved by the Southern California District Council Executive Presbytery or by the Board when authorized by the Southern California District Council Executive Presbytery.

#### Section 4. Dissolution

The property of this Corporation is irrevocably dedicated to religious purposes and no part of the net income or assets of this corporation shall ever inure to the benefit of any director, officer or member thereof or to the benefit of any private person. Upon the dissolution or winding up of the corporation, its assets remaining after payment, or provision for payment, of all debts and liabilities of this corporation shall be distributed to the Southern California District Council of the Assemblies of God if at the time of the dissolution of this Corporation the Southern California District Council is then organized and operated exclusively for religious purposes and has established its tax exempt status under Section 501(c)(3) of the Internal Revenue Code. In the event that the Southern California District Council shall not be organized and operated exclusively for religious purposes, upon the dissolution or the winding up of the corporation, the assets of this Corporation remaining after payment, or provision for payment, of all debts and liabilities of this corporation shall be distributed to a nonprofit fund, foundation or corporation which is organized and operated exclusively for religious purposes and which has established its tax exempt status under Section 501(c)(3) of the Internal Revenue Code.

#### Section 5. Acknowledgment of Express Trust

This Corporation acknowledges that heretofore contributions have been received by this Corporation upon affirmative representations that such contributions would be used to support and advance the objectives and mission of the Southern California District Council of the Assemblies of God, Inc., as well as the objectives and mission of the General Council of the Assemblies of God, Inc. In keeping with the historical policy of this Corporation, through this bylaw provision, this Corporation represents and warrants that all assets and contributions received by this Corporation shall be used to support and advance the objectives and mission of the General Council of the Assemblies of God, Inc. and Southern California District Council of the Assemblies of God, Inc. through a direct affiliation between this Church and said Councils. In addition, the assets of this Corporation are and henceforth shall be impressed with an express trust requiring that such assets be used to support and advance the objectives and mission of the Southern California District Council of the Assemblies of God, Inc. and the General Council of the Assemblies of God, Inc., through such an affiliation.

It is the intent of this bylaw provision to create a trust that is subject to the provision of Section 9142 of the California Corporation's Code, or any successor code provision. The express written consent of the Executive Presbytery of the Southern California District Council of the Assemblies of God, Inc. shall be required to amend, remove or revoke this bylaw provision.

#### Section 6. Disposition of All or Substantially All of Church Assets

The sale, lease, conveyance, exchange, transfer or other disposition of all or

substantially all assets of this corporation, shall require the consent or waiver of the State of California Attorney General pursuant to Section 9633 of California's Corporations Code, or any successor code provision, as well as the written consent, or written waiver of the Executive Presbytery of the Southern California District Council of the Assemblies of God, Inc. The express written consent of the Executive Presbytery of the Southern California District Council of the Assemblies of God shall be required to amend, remove or revoke this paragraph.

## **ARTICLE XIV. INITIATIVE**

### **Section 1. Right of Members**

An active member may originate a petition requesting consideration of a matter. Prior to circulation, the petition shall be filed with the Board for its consideration of the matter raised. If the active member desires to appeal the decision of the Board to the matter raised, only then may the petition be circulated.

If the petition requests a special business meeting or intervention by the District Superintendent, a minimum of twenty-five percent (25%) of the active members signing the petition shall be sufficient to require the calling of the special business meeting or intervention by the District Superintendent.

### **Section 2. Manner of Circulation**

The circulation of the petition shall be as follows. The petition shall be placed in a folder on a podium or stand in the church foyer where it shall remain for a reasonable time during and after two consecutive Sundays and midweek services. Signatures shall be invalid if added at any place or time other than that which is provided for above. Except for a petition calling for intervention by the District Superintendent, the custodian of the petition shall be a member appointed by the Board. The petition shall be delivered to the Board by its custodian for consideration by the Board; however, when the petition calls for intervention by the District Superintendent, the originator of the petition shall be the custodian of it and shall present the petition to the District Superintendent in person or by certified mail.

### **Section 3. Consequences of Improper Circulation**

Any member who circulates a petition in violation of the above sections of this Article shall be considered as having violated the membership requirement of Article V, Section 1, 5 or Section 10; and therefore shall be subject to the provisions of Article V, Section 6.

## **ARTICLE XV. MINUTES AND FINANCIAL REPORTS**

The minutes of all Board meetings and the monthly and annual financial reports

presented to the Board shall be open for inspection at all reasonable hours to any active member. In the event the Board meets in a duly called Executive Session, the minutes shall record the general topic of the Executive Session.

#### **ARTICLE XVI. ROBERT'S RULES OF ORDER**

Where not in conflict with other provisions of these bylaws, Robert's Rules of Order, latest edition, shall control the procedure for all business meetings of the Church, the meetings of the Board, and committees established by or pursuant to the Articles of Incorporation and/or the Bylaws of this Church.

#### **ARTICLE XVII. NUMBER AND GENDER**

Except where the context indicates otherwise, words in the singular number shall include the plural, and words in the masculine gender shall include the feminine, and vice versa.

#### **ARTICLE XVIII. AMENDMENTS**

Amendments to the Articles of Incorporation and to these bylaws may be made by majority vote of the Southern California District Council Executive Presbytery.