

Bylaws of Saskatoon Chinese Alliance Church of The Alliance Canada

Bylaws for Saskatoon Chinese Alliance Church of The Christian and Missionary Alliance in Canada

PREAMBLE

These Bylaws, the Local Church Constitution and the Manual of the Christian and Missionary Alliance in Canada constitute the governing documents of the Church.

DEFINITIONS

In these Bylaws, unless the context otherwise requires:

“Board” means Governing Board of the Church under Article III; “Bylaws” means the Bylaws of the Church; “Constitution” means the Local Church Constitution contained in the Manual of The Christian and Missionary Alliance in Canada; “Church” means Saskatoon Chinese Alliance Church of The Christian and Missionary Alliance in Canada.

ARTICLE I - MEMBERSHIP

The Board shall be responsible for all matters related to membership. There shall be three categories of membership: Active Member – An Active Member is a member in good standing who has been officially confirmed as having met the qualifications for membership outlined in the Constitution and these Bylaws, and who regularly attends and actively supports the church in ways outlined in the membership covenant. Active Members shall be eligible (i) to vote, (ii) to give primary leadership to Church ministries, and (iii) unless otherwise restricted in these Bylaws, to hold office.

Associate Member – An Associate Member is a former Active Member who is non-resident, or has two (2) consecutive absences from the Meetings of the Membership without providing written notices to the Board, and for reasons acceptable to the Board, desires to retain membership in the Church. Associate Members may not vote at meetings of members, nor hold office in the Church. An Associate Member may be returned to Active Member status at the discretion of the Board.

Member Not in Good Standing – A Member Not in Good Standing is one who (i) has not continued to meet the obligations of membership outlined in the membership covenant to remain a member of good standing even after reasonable attempts to rectify it, or (ii) has been placed under discipline within the procedures identified in the membership covenant. This status is maintained until Active Member status is restored by action of the Board. A Member in this category may not retain, nor be elected or appointed to positions of leadership or ministry in the church and may not vote in meetings of members.

To become an Active Member of the Church, an individual will need to participate in the application and orientation process approved by the Board.

Applicants for membership will be required to sign a membership covenant that will identify the commitments being made. An applicant for membership becomes a Member when officially confirmed by the Board. Applicants for

membership transferring from another church will be required to meet the qualifications for becoming an Active Member in the Constitution and Bylaws. A person may be removed from membership by a majority vote of the Board for anyone of the following reasons: the written request for withdrawal from membership by the member; the death of the member; the unwillingness of a member to address a breach of a commitment in the membership covenant to the satisfaction of the Board; absence from regular services of the Church for at least six months, without sufficient reason, may result in either removal from membership or in a change to Associate Member status, after a reasonable attempt to contact them has been made by a Board-designated person; failure to confirm membership commitments in periodic reviews of the membership list conducted by the Board.

ARTICLE II - GOVERNMENT

Two Meetings of the Membership shall be held each year.

The First Meeting of the Membership shall be held within the first three (3) months of the calendar year on a date set by the Board. At this meeting, the financial reports for the preceding fiscal year shall be presented, and reports from the Senior Pastor and Board shall be received. Other business may also be conducted as identified in the proposed agenda.

The Second Meeting of the Membership shall be held within the last three (3) months of the calendar year on a date set by the Board. At this meeting, the Board members shall be elected. Other business may also be conducted as identified in the proposed agenda.

The proposed agendas and written reports for both Meetings of Membership shall be available on or before the Sunday prior to the respective meetings.

A Special Business Meeting may be called by the Board.

Notice shall be given by oral and/or bulletin announcement at least two (2) consecutive Sundays prior to any Meetings of the Membership. Such notice shall indicate the purpose of the meeting.

The quorum for a duly-called meeting of members shall be no less than one-third (1/3) of the Active Members. If a meeting is adjourned for lack of a quorum, the Active Members present at the next duly called meeting shall constitute a quorum.

Each member is entitled to one vote and voting by proxy is not allowed.

Robert's Rules of Order will be the definitive resource on procedures at meetings of the members.

ARTICLE III - GOVERNING BOARD

The Board shall annually inform the Nominating Committee (described under Article VI) of the number of Board members desired for the next term.

The length of term shall be two (2) years with a maximum of two (2) consecutive terms (4 consecutive years) and shall be eligible for re-election after a break of one (1) year.

The term of office will begin from January 1st, immediately following the election, and conclude December 31st at the end of the term.

The quorum for meetings of the Board shall be a simple majority.

The Board shall elect its Vice-Chairman, Secretary, and Treasurer from among its membership. The positions of Secretary and Treasurer may be held by one person, in which case the position will be identified as Secretary/Treasurer.

The Board shall set, and be the final interpreter of, Church policies.

The Board shall regularly review the Senior Pastor's ministry, and as part of the annual budget process, review staff salaries and benefits.

If a Board member is absent for three (3) consecutive meetings without sufficient reason, the remaining members may declare the position vacant and fill it in accordance with the Constitution.

Persons who are not Board members may be present at a Board meeting or portion thereof only at the invitation of the Board.

ARTICLE IV - FINANCES

The Treasurer and those appointed by the Board shall be the signing officers for the Church bank accounts. The Treasurer shall be one of the signing officers of all Church-related accounts.

The fiscal year of the Church shall be from January 1st to December 31st .

ARTICLE V - CHURCH MINISTRIES

The Board shall ensure that there is an effective organizational structure for the church and its ministries.

The Board shall approve all ministries and primary ministry leaders to fulfill the mission and ministry vision of the Church. The Board shall ensure that policies and procedures are established for the affirmation, appointment and possible removal of leaders in all church ministries.

Each ministry leader or committee shall function with a ministry description that describes both responsibilities and accountability. The group or individual that appoints the person or committee shall be responsible to ensure the ministry description is in place.

ARTICLE VI - ELECTIONS

A Nominating Committee shall consist of the Senior Pastor, two (2) members appointed by the Board and two (2) members elected by the Active Members at a duly called meeting.

The Nominating Committee shall establish its process for considering potential nominees.

Any Active Member in good standing with proven spiritual maturity may be considered for nomination to the Board.

Additional nominations may be made by any two (2) Active Members by following procedure:

Ensuring that a process leading up to the nomination parallels the care used by the Nominating Committee, including an interview to determine that the individual is willing to support the constituted purpose and structure of the Church, willing to support the pastor, and meets other qualifications required of Board members. Such interview will include at least one (1) existing Board member;

Secure the approval of the person whose name will be place in nomination;

Submit the name in writing to the Senior Pastor, as Chair of the Nominating Committee, for posting two (2) weeks prior to the Meeting of the Membership, describing the care taken prior to placing the name in nomination.

If the Nominating Committee wishes to consider one of its members for nomination, that person will withdraw from the Committee while the decision is being made regarding the nomination.

Board members shall be elected by ballots. In order to be elected, a Board member must be confirmed by a minimum of two-thirds (2/3) majority of the votes cast at the Second Meeting of the Membership or a duly called meeting for such purpose.

ARTICLE VII - GENERAL

No offering may be solicited without the approval of the Board.

If a copy of these Bylaws is translated into Chinese, the English version shall be the official set of Bylaws.

ARTICLE VIII - AMENDMENTS

Bylaws may be amended by a minimum two-thirds majority of the Active Members present at a duly called meeting for such purpose.

Bylaw amendments shall be valid only after they have been approved by the District Executive Committee.



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