

BayLife Community Church Bylaws

Article 1 Membership

- 1.1 Membership shall be granted by the Church Board to applicants who provide a credible testimony of conversion to Jesus Christ to the Church Board or to a committee of the Church Board established for this purpose and who affirm the purpose and bylaws of the church.
- 1.2 Applicants for membership shall have been baptized prior to the granting of membership.
- 1.3 Applicants for membership shall have completed such other procedures as are established by the Church Board prior to the granting of membership.
- 1.4 Members who are age 18 or older shall have full voting privileges on all matters presented to the church body in business meetings.
- 1.5 Membership may be terminated by the Church Board for the following reasons:
 - 1.5.1 Death of the member.
 - 1.5.2 Written request of the member.
 - 1.5.3 Lack of any attendance of the church for a period of six months or more.
 - 1.5.4 Failure to respond satisfactorily to discipline by the Church Board.

Article 2 Discipline

- 2.1 When one member observes or experiences behavior on the part of a second member which is inconsistent with biblical expectations and is potentially injurious to the first member, to the second member and/or to the church body, the first member shall share his/her concerns privately with the second member in keeping with Matthew 18:15-17 and Galatians 6:1-5. If the matter is not satisfactorily resolved, the first member shall share his/her concerns with the second member in the presence of one or two other members of the church. If the matter is still not satisfactorily resolved, it shall be presented to the Church Board for resolution.
- 2.2 If, upon investigation, the Church Board determines that the matter has substance, it shall present the particular issues of concern to the second member, the biblical standards that appear to have been violated, the remedies required, and the actions that will be taken failing this, including removal from membership (1 Corinthians 5).
- 2.3 If the second member demonstrates biblical sorrow over the behavior and takes the recommended action to remedy the consequences of the behavior in the best manner possible, and demonstrates a re-direction of life so as to cease this behavior in the future, the Church Board shall conclude that restoration has been completed.
- 2.4 If the second member fails to respond to the discipline required by the Church Board, the Board shall take whatever action it deems necessary, consistent with biblical standards, including removal from membership.
- 2.5 The disciplined person may appeal the Church Board's action to the church membership within 30 days. The church membership in a business meeting closed to non-members and members not eligible to vote, by majority vote of those members present and eligible to vote,

shall then either ratify the action of the Church Board or rescind it. If the latter, the Church Board shall then determine an alternative course of action.

- 2.6 The accused member has the right to present a defense to the church board or elders which includes presenting witnesses or documents in their defense. An accused member must present their defense within 30 days after receiving notice of potential discipline.

Article 3 Church Board

- 3.1 All authority not specifically reserved to the membership as a whole (the congregation) in these bylaws shall be granted to the Church Board. The following require approval by the membership:
 - 3.1.1 Ratification and removal of members of the Church Board.
 - 3.1.2 Approval of the annual budget or budget amendment.
 - 3.1.3 Voting on the call or dismissal of the Senior Pastor.
 - 3.1.4 The purchase, sale or encumber of real property.
 - 3.1.5 Amendments to the constitution or bylaws.
 - 3.1.6 The dissolution of the church and/or corporation.
- 3.2 It is the responsibility of the Church Board to take such actions and establish such environments as necessary to further the purpose of this church in a manner consistent with biblical directives and principles.
- 3.3 The function of the Church Board is to establish policy and assume the responsibility of governance of the affairs of the congregation. The Board shall maintain a distinction between governance and management, and shall delegate to the Senior Pastor and other staff and lay leaders the operation and implementation of the affairs of the church.
- 3.4 The Church Board shall be responsible for the exercise of spiritual discipline in accordance with the bylaws.
- 3.5 The Church Board shall have the authority to commission prospective Christian leaders and to charter new congregations.
- 3.6 The Church Board shall consist of the Senior Pastor and such those who meet the requirements of church board members established in 1 Timothy 3:1-7 and Titus 1:5-9. The Board shall determine its size consistent with the responsibilities to be carried out. Each Board member, with the exception of the Senior Pastor shall be a member in good standing of the church for at least one year before being selected as a Board member.
- 3.7 The Church Board shall select its own membership, subject to the following:
 - 3.7.1 No selected Board member shall begin his service until ratified for this position by a majority vote of the church membership in business meeting.
 - 3.7.2 Each Board member shall serve a full term of three years, and may be selected for a successive three-year term. Following two full terms of service (six successive years), there must be at least a one-year period before being selected again as a Board member, even to fill a partial term. An initial partial term shall not be counted against the two-term limit. Senior Pastor is not subject to the two-term limit.
- 3.8 The Church Board shall select its own chairman annually at the first Board meeting following the church's first business meeting of the year.

- 3.9 The Church Board may remove a current Board member by a two-third vote of all Board members at will, including lack of attendance and failure to fulfill one's responsibilities.
- 3.10 The Church Board may remove the Senior Pastor at will by a majority vote of all Board members. The Senior Pastor shall cease to function in that office as of the moment of that vote. However, his removal shall not become effective until ratified by a majority vote at a duly called business meeting, with written notice of this business item provided 14 days prior to the date of the business meeting to each member eligible to vote. If the vote fails to ratify the Church Board's action, the Senior Pastor is immediately restored to his office. If the vote ratifies the action of the Church Board, the Senior Pastor is dismissed as of that moment. Terms of severance shall be determined by the Church Board.
- 3.11 At such time as the position of Senior Pastor is vacant, the Church Board shall, at a time it deems appropriate, establish a pastoral search team whose purpose is to identify and present a properly qualified candidate for this position to the Church Board for approval and subsequent ratification by the congregation.
- 3.12 For legal purposes, the Church Board is the Board of Directors of the corporation. The Chairman of the Church Board shall be the President of the corporation. The Secretary of the Church Board shall be the secretary of the corporation.

Article 4 Pastors

- 4.1 The Senior Pastor, by virtue of his office, shall be a member of the Church Board, with vote. He shall be ultimately accountable for the leadership and management of all of the affairs of the church. He shall lead in a manner consistent with the mission, vision, values, strategic plan, objectives and policies established by the Church Board, with a view to seeing them realized in the most fulfilling manner possible. He shall be the spiritual leader of the congregation.
- 4.2 The Senior Pastor shall engage and supervise, directly or through others, such staff as are needed to fulfill the church's purpose. The power to engage includes the power to dismiss. Those additional staff members who are deemed to be pastors or ministers shall only be engaged or dismissed following the approval of the Church Board. The Senior Pastor and all paid staff shall be at-will employees.
- 4.3 The Senior Pastor shall establish such other positions, councils, committees, commissions, task forces or other entities which he deems necessary to carry out the affairs of the church in a manner consistent with the mission, vision, values, strategic plan, objectives and policies established by the Church Board. Each such entity shall have a mission statement, a position description, a line of authority and a defined term (time limit) for its existence. An entity may be renewed for additional terms as appropriate. The above entities shall be ratified by the Church Board prior to implementation. The Senior Pastor shall appoint qualified persons to these entities.
- 4.4 The Senior Pastor shall prepare an annual budget for all facets of the church's ministry. The Church Board, upon approval of the budget, shall present it to the membership for ratification at the annual business meeting. It may be amended at any special business meeting. At no time shall total expenditures exceed the total authorized budget.

- 4.5 The Senior Pastor is responsible to the Church Board for the execution of his leadership and management responsibilities.

Article 5
Business Meetings

- 5.1 The annual business meeting of the congregation shall be held at a date and time specified by the Church Board, and shall take place at approximately the same time and date each year.
- 5.2 Special meetings of the congregation shall be held when called by the Church Board or upon written request by 25 percent of the members eligible to vote. Written notice of the meeting shall be given 14 days prior to the meeting to all members eligible to vote. Notice shall include a description of the items to be considered. Only those items so noticed shall be acted upon.
- 5.3 A person so designated by the Church Board shall moderate the meeting.
- 5.4 A quorum shall consist of 20 percent of the members of the church eligible to vote.
- 5.5 Majority vote of those present and voting unless otherwise provided in these bylaws shall decide all matters. Absentee ballots and proxy voting will not be allowed.
- 5.6 Business meetings are to be conducted with dignity and order.
- 5.7 The church's fiscal year is from January 1st through December 31st.

Article 6
Political Practices

- 6.1 No substantial part of the activities of this corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate or intervene in any political campaign (including the publishing or distribution of statements) on behalf of any candidate for public office.

Article 7
Term, Limitations, Dissolution

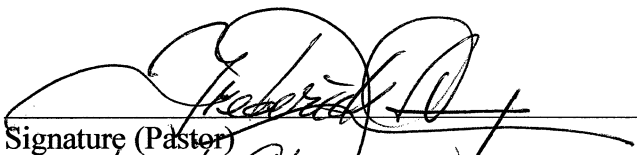
- 7.1 The term of existence of this corporation shall be in perpetuity without specific term of existence.
- 7.2 The corporation is organized and operated exclusively for religious or charitable purposes within the meaning of Internal Revenue Code Section 501(c)(3).
- 7.3 The property of this corporation is irrevocably dedicated to religious or charitable 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.

**Article 8
Affiliation**


8.1 This church is in affiliation with the Evangelical Free Church of America. In addition to this affiliation, it may engage in voluntary associations with other groups where such association will serve to further the church's purpose.

**Article 9
Amendments**


9.1 Amendments to this bylaws may be made at any business meeting when said proposed amendments have been presented to the membership in writing via U.S. Mail to the member's address on file and posted it on our church website for at least four weeks prior to the business meeting. A two-thirds majority of those present at the business meeting is required for passage.


Signature (Pastor)
Frederick Chang

5/18/2019
Date


Signature (Chairman)
David Chesy

5/18/2019
Date


Signature (Secretary)
Dawn L. Fairweather

05/18/2019
Date