

**GREEN BAY HMONG ALLIANCE
CHURCH**

Of the Christian and Missionary Alliance



CONSTITUTIONS AND BYLAWS
FOR GREEN BAY HMONG ALLIANCE CHURCH
OF THE CHRISTIAN AND MISSIONARY ALLIANCE

2021 REVISION

General Information

Green Bay Hmong Alliance Church

1253 Mather Street

Green Bay, WI 54303

Phone: (920) 494-5477

Hmong District
Of the Christian and Missionary Alliance

12287 Pennsylvania Street

Thornton CO 80241

Phone: (303) 252-1793

Fax: (303) 252-7911

Toll Free: 1 (877) 521-7814

Web: www.hmongdistrict.org

Email: info@hmongdistrict.org

The Christian and Missionary Alliance

National Office

8595 Explore Drive

Colorado Springs, CO 80920-3500

Phone: (719) 599-5999

Fax: (719) 599-5898

Mailing Address:

Christian and Missionary Alliance

P.O. Box 3500

Colorado Springs, CO 80935-3500



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Green Bay Hmong Alliance Church

CONTENTS

Message From The Committee	i
Statement Of Faith	ii
Fourfold Gospel	iii -iv
Approval And Adoption	v
PREAMBLE	vi
PART 1: GENERAL BYLAWS	
Article I: Ecclesiastical Authority	1
Article II: Membership	2-3
<i>Local Bylaws Membership</i>	4
Article III: Ordinances	4
<i>Local Bylaws Ordinances</i>	5
Article IV: Biblical Character and Standards	6
<i>Local Bylaws Biblical Character and Standards</i>	7
Article V: Other General Bylaws	7
Article VI: Amendments	7
PART 3: ACCREDITED CHURCH BYLAWS	
Article I: Member Voting Rights	9
Article II: Member Meetings	9
<i>Local Bylaws Member Meetings</i>	10
Article III: Governance Authority	12
<i>Local Bylaws Governance Authority</i>	14

Article IV: Officers	15
Article V: Pastoral Staff	16
<i>Local Bylaws Pastoral Staff</i>	16
Article VI: Duties of Church Officers	16
Article VII: Committees and Organizations	17
<i>Local Bylaws Committees and Organizations</i>	19
Article VIII: Missions	20
<i>Local Bylaws Missions</i>	20
Article IX: Disciplemaking Ministries	20
<i>Local Bylaws Disciplemaking Ministries</i>	21
Article X: Property and Records	21
Article XI: Nominating Committee	22
Article XII: Nominations/Elections	22
Article XIII: Reversion and Property	23
Article XVI: Church-Specific Accredited Church Bylaws	24

Message from Committee

The Bylaw Committee is established to revise the Church Bylaws to be in uniformity with the C&MA Manual. Each accredited church affiliated to the C&MA is required by their state law to establish such a constitution within any legal organizations. Therefore, with revisions in the Manual of the C&MA, it is also imperative to revise local Bylaws to be in congruence with the National Office. Moving onward, the Green Bay Hmong Alliance Church will also respond in changes to its local Bylaw also; thus unify according to the Manual of the C&MA.

Most importantly, GBHAC remains faithful to the Gospel not contradicting their practice to the message that is preached. Therefore, the 2015 Governing Board has appointed a 4-year term Bylaw Committee for 2016 to 2019 to undergo revision in updating the contents and any amended changes. I want to thank the Bylaw Committees for their time-consuming effort in making this happen. I believe their work and effort was done in diligence. I pray that we may do so in faithfulness through the leading of the Holy Spirit. God bless you.

His Service,

Bylaw Chairman

Yeng Her

GBHAC Senior Pastor

Kevin Her

Committee Members

Lor Mee Vang

Soua Yang

STATEMENT OF FAITH

There is one God, [\(1\)](#) who is infinitely perfect, [\(2\)](#) existing eternally in three persons: Father, Son, and Holy Spirit. [\(3\)](#)

Jesus Christ is the true God and the true man. [\(4\)](#) He was conceived by the Holy Spirit and born of the virgin Mary. [\(5\)](#) He died upon the cross, the Just for the unjust, [\(6\)](#) as a substitutionary sacrifice. [\(7\)](#) and all who believe in Him are justified on the ground of His shed blood. [\(8\)](#) He arose from the dead according to the Scriptures. [\(9\)](#) He is now at the right hand of Majesty on high as our great High Priest. [\(10\)](#) He will come again to establish His kingdom, righteousness and peace. [\(11\)](#) The Holy Spirit is a divine person. [\(12\)](#) sent to indwell, guide, teach, empower the believer. [\(13\)](#) and convince the world of sin, of righteousness, and of judgment. [\(14\)](#)

The *Old and New Testaments*, inerrant as originally given, were verbally inspired by God and are a complete revelation of His will for the salvation of men. They constitute the divine and only rule of Christian faith and practice. [\(15\)](#)

Man was originally created in the image and likeness of God. [\(16\)](#) he fell through disobedience, incurring thereby both physical and spiritual death. All men are born with a sinful nature. [\(17\)](#) are separated from the life of God, and can be saved only through the atoning work of the Lord Jesus Christ. [\(18\)](#) The portion of the unrepentant and unbelieving is existence forever in conscious torment. [\(19\)](#) and that of the believer, in everlasting joy and bliss. [\(20\)](#)

Salvation has been provided through Jesus Christ for all men; and those who repent and believe in Him are born again of the Holy Spirit, receive the gift of eternal life, and become the children of God. [\(21\)](#)

It is the will of God that each believer should be filled with the Holy Spirit and be sanctified wholly. [\(22\)](#) being separated from sin and the world and fully dedicated to the will of God, thereby receiving power for holy living and effective service. [\(23\)](#) This is both a crisis and a progressive experience wrought in the life of the believer subsequent to conversion. [\(24\)](#) Provision is made in the redemptive work of the Lord Jesus Christ for the healing of the mortal body. [\(25\)](#) Prayer for the sick and anointing with oil are taught in the Scriptures and are privileges for the Church in this present age. [\(26\)](#)

The Church consists of all those who believe on the Lord Jesus Christ, are redeemed through His blood, and are born again of the Holy Spirit. Christ is the Head of the Body, the Church, [\(27\)](#) which has been commissioned by Him to go into all the world as a witness, preaching the gospel to all nations. [\(28\)](#) The local church is a body of believers in Christ who are joined together for the worship of God, for edification through the Word of God, for prayer, fellowship, the proclamation of the gospel, and observance of the ordinances of Baptism and the Lord's Supper. [\(29\)](#)

There shall be a bodily resurrection of the just and of the unjust; for the former, a resurrection unto life; [\(30\)](#) for the latter, a resurrection unto judgment. [\(31\)](#)

The second coming of the Lord Jesus Christ is imminent [\(32\)](#) and will be personal, visible, and premillennial. [\(33\)](#) This is the believer's blessed hope and is a vital truth which is an incentive to holy living and faithful service. [\(34\)](#)

[1] Deuteronomy 6:4, [2] Matthew 5:48, [3] Matthew 28:19, [4] Philippians 2:6-11, [5] Luke 1:34-38, [6] 1 Peter 3:18, [7] Hebrews 2:9, [8] Romans 5:9, [9] Acts 2:23-24, [10] Hebrews 8:1, [11] Matthew 26:64, [12] John 14:15-18, [13] John 16:13; Acts 1:8, [14] John 16:7-11, [15] 2 Peter 1:20-21; 2 Timothy 3:15-16, [16] Genesis 1:27, [17] Romans 3:23, [18] 1 Corinthians 15:20-23, [19] Revelation 21:8, [20] Revelation 21:1-4, [21] Titus 3:4-7, [22] 1 Thessalonians 5:23, [23] Acts 1:8, [24] Romans 6:1-14, [25] Matthew 8:16-17, [26] James 5:13-16, [27] Ephesians 1:22-23, [28] Matthew 28:19-20, [29] Acts 2:41-47, [30] 1 Corinthians 15:20-23, [31] John 5:28-29, [32] Hebrews 10:37, [33] Luke 21:27, [34] Titus 2:11-14

THE FOURFOLD GOSPEL

The **Fourfold Gospel** is the Christological summary on which the core values of The Christian and Missionary Alliance is based. Through dramatic spiritual encounters that changed the course of his life, Simpson came to firmly believe that Christ was not only his Savior, but also his Sanctifier and Healer.

Alliance people share this rich legacy, as well as our founder's passion to complete the Great Commission—to take the light of Christ to places where there is little access to the truth—and bring back our Coming King.



Jesus Christ is our Savior.

The Name of Jesus has impacted lives around the world for more than 2,000 years. He is a universal Savior, promising that: “whoever believes in him shall not perish but have eternal life.”

Jesus is an exclusive Savior. “Salvation is found in no one else, for there is no other name in heaven given to men by which we must be saved” Acts 4:12. Contrary to what contemporary culture tells us, there are not multiple paths to God. There is only one—Jesus Christ.

Jesus Christ is our Sanctifier.

Many Christians understand God's promise of salvation but do not experience the ongoing sanctifying work of Jesus Christ in their lives. For those who neither understand nor allow the Holy Spirit's control in their lives, the results have a profound effect.



Unsuccessful struggle against sin and a lack of power in life and ministry frustrate those who have asked Jesus to be their Savior but not their Sanctifier, resulting in a lack of joy in their walk with Christ. At the point when we are born again, we become members of God's family. We believe He paid the price for our sin and that his followers are—set apart from those who are not born again—and are seen as holy because of what Christ has done.



Jesus Christ is our Healer.

A great portion of Christ's time was dedicated to healing the sick. He healed all kinds of people: the blind, the paralyzed, the lame, the deaf, lepers, those who had fevers, and many with chronic illnesses.

We find no record in the gospels of Jesus turning away anyone who came to him for healing, nor do we find that any disease was too difficult for him to heal. He even raised the dead. Miraculous healings still occur today—evidence that Christ is still our Healer.

Jesus Christ is our Coming King.

The physical return of Jesus has been the subject of speculation and controversy since His ascension into the clouds, which is recorded in the New Testament Book of Acts. Knowing that countless millions still have not heard the gospel, The Alliance is committed to doing its part to complete Christ's Great Commission before His imminent return.



APPROVAL AND ADOPTION

*This Constitutions and Bylaws shall be effective immediately upon affirmative vote of two-thirds
(2/3) of the active members present and voting at an official church meeting.*

*Adopted by the membership of the Green Bay Hmong Alliance Church at the Annual Church Meeting
on 11-7-2021 (date adopted).*

Chair, Governing Board *Date Signed*

Secretary, Governing Board *Date Signed*

Adopted Date: _____

Amended Date: _____

PREAMBLE

The New Testament teaches that the local church is the visible organized expression of the Body of Christ. The people of God are to live and serve in obedience to the Word of God and under the Lordship of Jesus Christ.

The Christian and Missionary Alliance operates on the presupposition that the congregation finds broader meaning and outreach in fulfilling its biblical responsibilities within the life and witness of the denomination.

This document constitutes the Bylaws for the **Green Bay Hmong Alliance Church of The Christian and Missionary Alliance** (the “Church”). These Bylaws shall govern the nonprofit corporation or association through which the Church operates legally. As used herein, the term “Church” shall refer to such legal entity.

The Church is an integral part of the district, national, and worldwide fellowship of The Christian and Missionary Alliance and is united in governance, fellowship, and service in order to promote unity of faith in the fullness of Jesus Christ as Savior, Sanctifier, Healer, and Coming King, and to facilitate the spread of the gospel at home and abroad under the guidance of the Holy Spirit.

The Church is organized and shall be operated exclusively as a member church of The Christian and Missionary Alliance, a church denomination which operates legally as a Colorado nonprofit corporation (the “C&MA”). Accordingly, the Church shall operate under the sole ecclesiastical authority of, and be subject to the usages, doctrines and teachings of, the C&MA as set forth in The Manual of The Christian and Missionary Alliance, as such manual may be amended from time to time by the C&MA (the “Manual”).

This Preamble and Part 1 (General Bylaws) shall apply at all times. Part 2 (Developing Church Bylaws) shall apply at any time in which the Church is not an Accredited Church. Part 3 (Accredited Church Bylaws) shall apply at any time in which the Church is an Accredited Church.

PART 1: GENERAL BYLAWS

ARTICLE I ECCLESIASTICAL AUTHORITY

The ecclesiastical *authority of the C&MA* shall be exercised through the district of the C&MA having jurisdiction over the Church, as such district may be determined from time to time by the C&MA (the “District”). Without limiting the foregoing, the District shall at all times have the responsibility to determine the status of the Church as either a “Developing Church” or an “Accredited Church” in accordance with and subject to the requirements of the Manual.

ARTICLE II MEMBERSHIP

Section 2.1. Members. The Church shall have an Ecclesiastical Member and General Members. Subject to the rights granted to the Ecclesiastical Member in these bylaws, the qualifications, rights, and manner of admission for the General Members shall be set forth in these bylaws.

Section 2.2. Ecclesiastical Member. The District shall be the Ecclesiastical Member of the Church. The voting rights of the Ecclesiastical Member and the ecclesiastical authority of the District may be exercised by such person or committee as the bylaws, constitution or other governing instrument of the District may prescribe or, in the absence of such provision, as the executive committee of the District may determine.

Section 2.3. General Members. The Committee on Membership shall approve an individual as a General Member upon a determination that the individual satisfies the following:

- Confession of faith in Jesus Christ and evidence of regeneration.
- Belief in God the Father, Son, and Holy Spirit; in the verbal inspiration of the Holy eternal salvation of all who believe in Him and the eternal punishment of all who reject Him.
- Acceptance of the doctrines of the Lord Jesus Christ as Savior, Sanctifier, Healer, and Coming King as defined in relevant C&MA materials.

- Full sympathy with the mission and core values of The Christian and Missionary Alliance, and cooperation by systematic support of its work.
- A personal commitment to this fellowship which shall be demonstrated by such outward signs as regular attendance at its functions, regular giving of tithes and offerings in support of the local program as well as C&MA Missions, availability for local ministry assignments, and maintaining unity through the practice of speaking well of the Church and its leaders as well as that of setting differences quickly in the spirit of Matthew 5:23–24 and 6:14–15.
- Agreement to abide by the *Uniform Policy on Discipline, Restoration, and Appeal of The Christian and Missionary Alliance* (see *Manual*).

Section 2.4. Removal. General Members may be removed from membership by the Committee on Membership under one or more of the following circumstances:

- Submission of a written letter of resignation to the Elders of the Church.
- Failure to meet the qualifications of membership as stated above as determined by the Governance of Authority (in consultation with the Committee on Membership, if any).
- Disciplinary action taken under the *Uniform Policy on Discipline, Restoration and Appeal of The Christian and Missionary Alliance*.

An appeal of decisions made to remove a person from membership for reasons of qualification or a disciplinary action may be submitted to the district superintendent within 30 days of the action.

Local Bylaws
ARTICLE II
MEMBERSHIP
Section 2.3. General Members

Part I: Obtaining General Membership

- A. All adherences who desire to be a member of GBHAC age 18 years old (or current members turning 18) must complete the Church’s Membership and Faith Covenant Form, and return it to the Senior Pastor, Vice Chair or Secretary.
- B. All new members are required to enroll and complete the “Orientation for New Members.”
- C. All transfer members are required:
 1. To enroll and complete the “Orientation for New Members.
 2. If a transfer member is under disciplinary action, we will continue with the same disciplinary action until it is complete.
- D. If adherence is under age 18, parent/legal guardian’s consent must be obtained, along with Church’s Membership and Faith Covenant Form.

E. Membership Types:

1. **Active** - Members who are active, contributing, and engage in fellowship of the church.
 - a. All active members are to maintain the most up to date contact information and membership change to church secretary.
2. **Provisional**
 - a. All adults who are on work-related training, project and/or transfer that is under the duration of six (6) months.
 - b. All adults and/or child(ren) who are considered dependent of the household member, enrolled in a college or university, or is on active duty with the United States Military (excluding inactive reserve duty)
3. **Inactive** - Members who are not active, not contributing, and not engaging in fellowship of the church (does not include provisional members).

Part II: Membership Renewal

- A. All members are required to renew their membership and faith covenant on even years.
- B. All members are required to update their membership file with any changes to addresses, phone numbers, and/or decrease or increase in household size.

Part III: Transfer of Membership

- A. All members transferring to another C&MA church must make a written request to the Governing Board for a transfer form.
- B. The Governing Board reserves the right to deny membership transfer to another C&MA church including but not limited to the following criteria:
 1. The person(s) is/are non-member(s) of the Green Bay Hmong Alliance Church.
 2. The person(s) is/are pending status to the *Uniform Policy on Discipline, Restoration, and Appeal of The Christian and Missionary Alliance* (see Section E-8 of the C&MA Manual).
 - a. The person(s) is/are legally charged and prosecuted by the State of Wisconsin for a crime including misdemeanor and/or felony offenses.

Local Bylaws
ARTICLE II
MEMBERSHIP
Section 2.4. Removal

Part I: Disciplinary Types

- A. There are two (2) types of church discipline:
 - 1. Membership suspension
 - 2. Membership revocation

Part II: Disciplinary Procedures

All disciplinary procedures will follow the *Uniform Policy on Discipline, Restoration and Appeal of The Christian and Missionary Alliance* (see Section E-8 of the C&MA Manual).

Part III: Disciplinary Restrictions

- A. A mandatory probation of at least but not limited to six (6) months is required for all members who are on suspension.
- B. The member on suspension is still considered a member of the Church.
- C. The member on suspension cannot nominate and/or vote on any related church business.
- D. The member on suspension cannot hold any positions related to church business and/or ministries.
- E. The member on suspension may attend church and participate in church related activities, however, he/she cannot lead any leadership roles such as leading worships, teaching Sunday School, etc. until such individual has comply with all official restoration procedures.
- F. Any member on suspension and/or revocation may appeal his/her case in accordance with the *Uniform Policy on Discipline, Restoration and Appeal of The Christian and Missionary Alliance*. (see Section E-8 of the C&MA Manual).

ARTICLE III
ORDINANCES

Baptism and the Lord's Supper are recognized as the two ordinances of the Church.

Believers' baptism by immersion is taught and practiced as the scriptural mode. The pastor or other elders shall oversee baptism. They shall provide the instruction about baptism and shall administer the baptisms themselves or choose other spiritually respected people to do these ministries.

The Lord's Supper is administered regularly. The pastor or other elders shall oversee Communion. They shall provide the instruction about Communion and shall administer the Communion themselves or choose other spiritually respected people to do these ministries.

Local Bylaws
ARTICLE III
ORDINANCES

Part I: The Lord's Supper

- A. Communion is administered once per month.

Part II: Baptism by Immersion

- A. Believer's baptism by immersion administered as requested.

ARTICLE IV
BIBLICAL CHARACTER AND STANDARDS

Section 4.1. Exercise and Expression of the Church's Biblical Beliefs. As described in the Preamble, the Church is a Christian community of faith that exists to exercise and express its biblical beliefs within the broader community of the C&MA. These beliefs are grounded in a shared understanding of Holy Scripture including those beliefs and standards specifically addressed in the Manual. The Church exercises and expresses its biblical beliefs and standards in the following ways:

1. *As a Community.* The Church understands that the local church is the visible organized expression of the Body of Christ and that the local church finds broader meaning and outreach in fulfilling its biblical responsibilities within the life and witness of the denomination. In addition, those who participate in the life of the Church, including the Church's members and employees, are following the biblical command to live out their faith in community and association with other believers. Accordingly, the Church community is itself an exercise and expression of the Church's biblical beliefs and standards.
2. *Through its Activities.* The Church believes that all Church activities, including the responsibilities of every Church staff, member(s), and employee(s), should be rendered in service to God as a form of worship. Therefore, the Church as a community of faith exercises and expresses its biblical beliefs and standards in every activity, action, and responsibility.

Section 4.2. Standards for Church Activities and Facilities. The Church shall engage in activities and use its facilities solely to exercise and express the biblical beliefs of the Church and the C&MA and to further the mission of both. In furtherance of this mission, the Church may provide services or goods to, and may allow use of its facilities by, other groups and persons who are not members of the Church. But no Church activity, nor any use of Church facilities by another group or person, may be conducted or permitted if the Church determines that such activity or use expresses a message of support by the Church for any view contrary to the biblical beliefs of the Church and the C&MA. The determination as to whether any particular activity or use of Church facilities is not permitted requires both spiritual discernment and an understanding of C&MA beliefs and standards which are applied to each particular circumstance. Such determination shall be made in conformance with this discernment and these beliefs and standards in the sole discretion of the spiritual leaders of the Church designated by either the governance authority of the Church or the senior pastor and elders. With respect to uses by other groups or persons, the Church may consider without limitation both the content of the proposed activities and whether the group or person is generally perceived as advocating views contrary to the biblical beliefs of the Church and the C&MA.

Local Bylaws

ARTICLE IV

BIBLICAL CHARACTER AND STANDARDS

Section 4.2. Standards for Church Activities and Facilities

Members who have not shown evidence of baptism by immersion are not permitted to hold any leadership positions. Although this restriction applies for all non-baptized members, they may participate in nominating and voting at the local Annual Church Meeting. Such member may also attend the District and National Conference, but only as **correspondences**.

ARTICLE V

OTHER GENERAL BYLAWS

Section 5.1. Governance Authority. Subject to these Bylaws, the governance authority of the Church shall with respect to the Church have the corporate authority of the board of directors (or trustees) under applicable nonprofit corporation law.

Section 5.2. District Support. The Church shall from inception give to the District budget in accordance with the established formula as established in the District bylaws or else beginning with one percent and increasing 1 percent each following calendar year up to the full percentage unless as otherwise determined by the District.

Section 5.3. Severability. The invalidity of any provision of these Bylaws shall not affect the other provisions hereof, and in such event these Bylaws shall be construed in all respects as if such invalid provision were omitted.

ARTICLE VI AMENDMENTS

Section 6.1. Constitution. The Uniform Constitution for Accredited Churches (the “Constitution”) may be amended only in accordance with the applicable provisions set forth in the Manual. The Constitution as amended from time to time shall take priority over any inconsistent provision in the Preamble and Parts 1 and 3 of these Bylaws at any time in which this Church is an Accredited Church. Upon any amendment of the Constitution, the Ecclesiastical Member shall be deemed to have made the same amendment to these Bylaws.

Section 6.2. Policy. The Policy for the Governance of a Developing Church (the “Policy”) may be amended only by the C&MA. The Policy as amended from time to time shall take priority over any inconsistent provision in the Preamble and Parts 1 and 2 of these Bylaws at any time in which this Church is a Developing Church. Upon any amendment of the Policy, the Ecclesiastical Member shall be deemed to have made the same amendment to these Bylaws.

Section 6.3. Preamble and General Bylaws. The Preamble and Part 1 of these Bylaws may be amended only by the Ecclesiastical Member, provided that no such amendment may be inconsistent with any provision of the Manual applicable to member churches of the C&MA or with any provision of the Policy.

Section 6.4. Developing Church Bylaws. Part 2 of these Bylaws (Developing Church Bylaws), other than the Policy, may be amended only by the Ecclesiastical Member, provided that no such amendment may be inconsistent with any provision of the Manual applicable to developing churches of the C&MA or with any provision of the Policy.

Section 6.5. Accredited Church Bylaws. Part 3 of these Bylaws (Accredited Church Bylaws), other than the Constitution, may be amended by a two-thirds majority of the votes cast at any official business meeting of the General Members, provided that no such amendment may be inconsistent with any provision of the Manual (including the Constitution) applicable to accredited churches of the C&MA. A copy of any amendments to Part 3 shall be provided to the Ecclesiastical Member. In addition, the Ecclesiastical Member may amend Part 3, but only to incorporate amendments to the Constitution pursuant to Section 5.1.

PART 3: ACCREDITED CHURCH BYLAWS

When this Church is an Accredited Church, the Preamble, Part 1 and this Part 3 (Accredited Church Bylaws) shall include and are subject to the Uniform Constitution for Accredited Churches of The Christian and Missionary Alliance (the “Constitution”), which document as amended from time to time in accordance with the Manual is incorporated herein by this reference.

The Constitution has been framed and adopted by the General Council, the denomination’s highest governing body. The accredited churches of The Christian and Missionary Alliance have participated in this process through their authorized delegates. The Church, in accordance with the Constitution and in a manner that is consistent with the Bylaws of The Christian and Missionary Alliance, has formulated these bylaws so as to carry out its ministry appropriately and efficiently.

ARTICLE I MEMBER VOTING RIGHTS

Section 1.1. Ecclesiastical Member. The Ecclesiastical Member shall not have the right to vote for elected members of the governance authority.

Section 1.2. General Members. General Members shall have the authority to elect and remove all members of the governance authority of the Church, except for senior pastor, in accordance with the Constitution.

ARTICLE II MEMBER MEETINGS

Section 2.1. Meetings. On general Church matters in which no legal questions are involved, it is understood that all General Members in good and regular standing who have reached the age of 16 years are entitled to vote, but in matters involving titles of property or legal procedure, the laws of the state determine the age at which members are eligible to vote.

Section 2.2. Annual Meeting.

- A. The Annual Meeting shall be held the last week of October of each year. The actual time and location shall be determined by the governance authority. The governance authority also shall have the authority to change this in a given year when necessary.
- B. Annual Reports are to be submitted by the Pastor(s), governance authority through the secretary, treasurer, Audit Committee chairman, and others deemed necessary by the members. The members shall give the governance authority direction to determine the method of reporting.
- C. Those elected at the Annual Meeting shall be the elders, secretary, treasurer, assistant treasurer, and any other members of the governance authority (except for the Senior Pastor) as determined in these bylaws. All other positions shall be determined by the governance authority, who shall appoint persons to those positions. This authorization does not apply to other positions that may become necessary and require election by constitutional authority.

Section 2.3. Special Church Meetings. All special business meetings of the members shall be held in accordance with state law. At a minimum such meetings shall be called at least two Sundays prior to the meeting and notice of same shall be publically announced either orally or in writing for two consecutive weeks.

Section 2.4. Authority. Roberts Rules of Order shall govern all matters of Church business unless the governance authority adopts the use of another form of rules of order for governing matters.

Section 2.5. Quorum. A quorum of any properly called church business meeting shall consist 25% of the voting members as of the last membership count.

Local Bylaws
ARTICLE II
MEMBER MEETINGS
Section 2.2. Annual Meeting

Part I: Annual Meeting Agenda

- A. The Pastoral(s) Report(s)
- B. Committees Reports
- C. Business Session
 - 1. Church Budget
 - 2. Bylaw Revisions
 - 3. Resolution
 - 4. Annual Election

Part II: Annual Meeting Rules and Regulations

- A. The Annual Meeting shall comply with Robert's Rule of Order.
- B. The Governance Board shall not receive any resolution recommendations two weeks prior to the Annual Meeting.
- C. The Annual Meeting may be extended to another date if all business session matters cannot be completed within the scheduled date pending a two-thirds majority vote of all members present at the official meeting.

Part III: Annual Meeting Election

- A. A Nomination Committee shall be appointed to fulfill the following duties during the Annual Meeting Election as follows:
 - 1. The Committee shall appoint a Chairperson and a Secretary.
 - 2. The Committee shall solicit only qualified candidates for the positions on the ballot.
 - 3. The Committee shall construct a ballot for the Annual Meeting Election.
 - 4. If any positions on the ballot remain vacant from the Committee, names may be nominated by members during the Annual Meeting Election.
 - 5. The Committee cannot nominate themselves to be candidates on the Annual Meeting Election ballot.
 - 6. The positions on the Annual Meeting Election ballot shall consist of the following:
 - a. Elders – six (6) members
 - b. Church Officers – two (2) members consisting of:
 - 1. Secretary
 - 2. Treasurer
 - c. Deacons (wives automatically serves as deaconesses) – six (6) members (**Deacons and Deaconess with a rotation of two-year term for Deacons and Deaconess beginning in 2018**)
 - d. Auditors – three (3) members
 - e. Trustees – four (4) members
 - f. HD Men Local Coordinator – one (1)
 - g. AW Local Coordinator – one (1)
 - h. The Senior Pastor shall appoint youth sponsors as needed. The Senior Pastor may delegate church duties to any pastor(s) under his mentorship. In absence of a Senior Pastor, the Governance Authority shall delegate and/or appoint.

Part IV: Candidate Per Position Ratio

- A. A one (1) position may have up to four nominated candidates.
- B. A two (2) or three (3) positions may have up to six (6) nominated candidates.
- C. A four (4) to six (6) positions may have up to eight (8) nominated candidates.

Part V: Qualification of Church Leaders

Scriptural standards and qualifications for elected/appointed leaders shall align their lifestyles to 1 Timothy 3:1-13.

Part VI: Regulations for a Candidate

- A. A candidate must be approved by the Nomination Committee.
- B. A candidate may be denied by the Nomination Committee if deemed disqualified.
- C. A candidate must give verbal consent for having his/her name on the ballot.
- D. A candidate is only allowed to be nominated for one (1) position.
- E. A candidate can be a member of the Nomination Committee but he/she must be nominated by a non-Nomination Committee member.
- F. A candidate on the Annual Meeting Election ballot cannot be nominated for another position.
- G. A candidate cannot accept the same position from the floor once he/she has declined that same position from the nomination committee.

Part VII: Voting Regulation

- A. All members of the Green Bay Hmong Alliance Church who is over the age of sixteen (16) are eligible to nominate and vote.
- B. A vote must take place if there are other candidates contending for the same position.
- C. Upon a tied, the Chairperson shall serve as the tie breaker.
- D. A member must vote for the candidate he/she has nominated.

ARTICLE III GOVERNANCE AUTHORITY

Section 3.1. General. The governance authority shall conduct the affairs of the Church between annual meetings and shall be amenable to the membership and the district superintendent as constitutionally defined. The Church governance structure, as provided for in Section 3.2, is in accordance with the governing documents of The Christian and Missionary Alliance, the responsibilities of elders as defined in the Manual, the bylaws of the district, and the laws of the state. The members of the governance authority shall satisfy the scriptural standards for church leadership and shall be members of the Church.

The senior pastor shall be chairman or, at his request, the governance authority shall elect an elder as chairman. An elder also shall be elected as vice chairman. Meetings shall be held for prayer and business, and abbreviated minutes shall be reported to the Church as the Church may decide. Special meetings may be called by the chairman or by written request of one-half of the governance authority membership. All officers, committees, and organizations except the Nominating Committee are amenable to the collective oversight of the elders.

Section 3.2. Governance Structure.

Choice 1: Single Board System with all Elders

The governance authority of the Church shall be known as the Board of Elders. The number serving as the Board of Elders shall be at least five, including the senior pastor. The Board of Elders shall consist of the senior pastor and the following: Secretary, Treasurer, Assistant Treasurer, and one or more members at large. All positions are to be filled by elders.

The qualifications for elders are set out in 1 Timothy 3:1–13 and Titus 1:6–9. Further, each must be an active member of the Church.

The duties of leaders are set forth in the Constitution, these bylaws, and position descriptions adopted by the Board of Elders.

A quorum for the legal conduct of business shall be two-thirds of the board membership.

Choice 2: Single Board System with a Majority of Elders

The governance authority of the Church shall be known as the Governing Board. The number serving as the Governing Board shall be at least five, including the Senior Pastor. The Governing Board shall consist of the Senior Pastor and the following: Secretary, Treasurer, Assistant Treasurer, and one or more members at large. At least two or more of the above positions are to be filled by an elder in order for there to be a majority of elders.

The qualifications for elders are set out in 1 Timothy 3:1–13 and Titus 1:6–9. Other members of the Governing Board are expected to maintain a lifestyle in keeping with the spirit and intent of these same references. Additionally, each must be an active member of the Church.

The duties of leaders are set forth in the Constitution, Bylaws, and position descriptions adopted by the Governing Board.

A quorum for the legal conduct of business shall be two-thirds of the board membership.

Choice 3: Two-Board System (Board of Elders and Board of Ministries)

The governance Authority of the Church shall be known as the Board of Elders. Their work shall be supplemented by a Board of Ministries. The Board of Elders shall determine the responsibilities to be delegated, necessary level(s) of authority, and matters of accountability.

Board of Elders. The number serving as the Board of Elders shall be at least three including the senior pastor. The Board of Elders shall consist of the senior pastor and two or more elders. The senior pastor shall be the chairman.

Board of Ministries. The number serving as the Board of Ministries shall be at least five. The Board of Ministries shall consist of the secretary, treasurer, assistant treasurer, and two or more members at large. The Board of Elders shall appoint the chairperson from those elected.

The qualifications for elders are set out in 1 Timothy 3:1–13 and Titus 1:6–9. Members of the Board of Ministries are expected to maintain a lifestyle in keeping with the spirit and intent of these same references. Further, each must be an active member of the Church.

A quorum for the legal conduct of business by both Boards shall be two-thirds of the respective board members.

Section 3.3. Removal. In consultation with the district superintendent and the senior pastor, any officer or auxiliary official, except licensed pastoral staff, of the Church, whether elected at the Church annual meeting or appointed by the governance authority, or any individual member of the governance authority, may be removed by a two-thirds majority vote of the governance authority and the approval of the district superintendent if, in the judgment of the governance authority, the best interests of the Church will be served thereby.

Local Bylaws
ARTICLE III
GOVERNANCE AUTHORITY
Section.3.2. Governance Structure

Part I: The Green Bay Hmong Alliance Church Governance Structure

- A. Choice 2: Single Board System with a majority of Elders.
- B. Membership of the Governing Board consists of the following:
 - 1. Six Elders
 - 2. Senior Pastor
 - 3. Secretary
 - 4. Treasurer

Part II: Terms in Office for Governing Board are as follows:

- A. The ministry of Eldership shall be one term that has a two-year service.
 - Three Elders are elected each year.
 - Elders may serve two (2) consecutive terms and must rest a minimum of one (1) year before he is eligible to serve in the elder role.
- B. All Governing Board officers shall be in office for one term that has a two-year service.

Part III: Duties of the Governing Board

- A. Govern and administer the Green Bay Hmong Alliance Church on a yearly basis according to the Annual Meeting's direction.
- B. The Governing Board may exercise the leadership roles as authorized by the Congregation.
- A. The Governing Board is the highest administrative authority elected by the Church to administer ministries and business operations accordingly to the local bylaws.
- B. The Governing Board shall conduct pastoral and staff recruitment.
- C. The Governing Board shall have authority to designate member(s) to committees as appropriate. Committees include the following, but not limited to:
 - Sound/Media Tech
 - Wedding/Funerals
 - Safety & Security
 - Mission Mobilization
 - Robert's Rules of Order
 - Bylaws
 - Budget
- D. The Governing Board shall hold regular meetings as established below:
 - Monthly
 - Quarterly
 - Annually

Local Bylaws

ARTICLE III

GOVERNANCE AUTHORITY

Section.3.3. Removal

Removal of the Governance Authority leadership position will be in accordance with the *Uniform Policy on Discipline, Restoration and Appeal of The Christian and Missionary Alliance* (see Section E-8 of the C&MA Manual). Additionally, membership suspension or membership revocation may apply based on outcomes of leadership removal.

ARTICLE IV

OFFICERS

The officers shall be members of the Church and shall satisfy the scriptural standards for church leadership. They shall consist of the following who, with the exception of the senior pastor, shall be elected at the annual meeting of the Church: secretary, treasurer, and such other officers as may be required by state law.

**ARTICLE V
PASTORAL STAFF**

The governance authority shall not give consideration to any candidate for the pastoral staff without the approval of the district superintendent. Pastoral staff members shall be called by the governance authority and appointed by the district superintendent. The district superintendent shall suggest to the governance authority the names of such workers as in his judgment have proper qualifications for pastoral staff. Upon appointment by the district superintendent, a pastoral staff member and spouse shall be members of the Church. Pastoral staff include all those whose position calls for licensing as an “official worker,” as defined in the Manual of the C&MA.

Any member of the pastoral staff may resign from the Church by giving due notice of this intention to the district superintendent and the governance authority. The governance authority may, in conjunction with the district superintendent, ask for the resignation of any member of the pastoral staff. Before such action is taken, the governance authority and that member shall follow the guidelines as prescribed by the district superintendent. The district superintendent, with the approval of the District Executive Committee, shall have the authority to remove or transfer a member of the pastoral staff when the governance authority is in disagreement or whenever circumstances make such removal or transfer advisable.

Local Bylaws
**ARTICLE V
PASTORAL STAFF**

Part I: Pastoral Leadership

The Green Bay Hmong Alliance Church shall staff a Senior Pastor and/or pastoral staff appropriately as members of spiritual leaders for the church.

**ARTICLE VI
DUTIES OF CHURCH OFFICERS**

Section 6.1. Senior Pastor. The senior pastor shall have oversight of the Church. He shall be chairman of the governance authority except as he may choose to proceed according to the provisions in Article 3. He shall preside at all regular or special meetings of the Church membership. He is a member ex officio of all Church committees and organizations. When the membership has no pastor, the chairman or vice chairman of the governance authority shall have oversight of the Church in conjunction with the district superintendent. The senior pastor shall be the president of the Church where such office is required by law.

Section 6.2. Secretary. The secretary shall keep the minutes of membership meetings and conduct the correspondence of the Church as directed by the governance authority. The secretary shall attend and keep minutes of other meetings including the governance authority meetings.

Section 6.3. Treasurer. The treasurer shall be responsible to oversee the receipt of all monies of the Church and shall be responsible to ensure the payment of all bills on the order of the governance authority, the keeping of proper book records of all transactions, and the filing of canceled vouchers and receipts for payments made. The governance authority shall determine where funds of the Church shall be kept. No offerings shall be solicited from the membership except upon approval of the governance authority.

Section 6.4. Missionary Treasurer. The missionary treasurer shall account for all missionary monies and oversee the forwarding of the same to the treasurer of The Christian and Missionary Alliance on or before the tenth of the following month.

Section 6.5. Assistant Treasurer. The assistant treasurer shall, with another person or through two other persons appointed by the governance authority, be responsible to ensure all monies are counted and to keep a separate record of all receipts. The assistant treasurer shall be empowered to issue receipts to the donors.

ARTICLE VII COMMITTEES AND ORGANIZATIONS

Section 7.1. Elders. The Church shall have six(6) elders elected at the annual meeting of the membership. The call of Christ the Chief Shepherd to men to serve as elders is both discerned and confirmed by the Church membership. Elders shall therefore be male members of the Church. The pastor and the other elders are the highest level of servant leadership in the Church. As undershepherds, elders shall serve with the senior pastor to oversee both the temporal and spiritual affairs of the local church in order to accomplish Christ's mission. They shall constitute the Committee on Membership. They shall be the Committee on Discipline in accordance with the Manual. All officers, committees, and organizations except the Nominating Committee are amenable to the collective oversight of the elders through the governance authority. The Elders may serve two (2) consecutive terms and must rest a minimum of one (1) year before he is eligible to serve in the elder role.

Section 7.2. Deacons. The Church shall have six (6) deacons (elected at the annual meeting of the membership/appointed by the governance authority). The deacons shall be members of the Church. The deacons shall have charge of those ministries and charities of the Church as determined by the governance authority, receive offerings for such purposes and dispense the same, and make monthly reports as directed. Where there are no deacons, the governance authority shall assume responsibility for their ministries until such are elected or appointed. Deacons shall serve a 2 year term.

Section 7.3. Deaconesses. The Church shall have six (6) deaconesses (elected at the annual meeting of the membership)/(appointed by the governance authority). Deaconesses shall be members of the Church and shall be appointed or elected as specified in the local church bylaws. The deaconesses shall have charge of those ministries as determined by the governance authority. Where there are no deaconesses, the governance authority shall assume responsibility for their ministries until such are elected or appointed. Deaconess shall serve a 2 year term.

Section 7.4. Trustees. If required by law, the Church shall have four (4) trustees (elected at the annual meeting of the membership/appointed by the governance authority). The trustees shall be members of the Church and may be appointed or elected as specified in the local church bylaws. Trustees shall have charge of those ministries and duties as determined by the governance authority, or the laws of the state in which the Church is located. Where there are no trustees, the governance authority shall assume responsibility for those ministries and duties until such are elected or appointed. Trustees shall serve a 4 year term.

Section 7.5. Alliance Women Ministry. Alliance Women ministry may be established in the local church. They shall be organized according to the Alliance Women Ministry's policies.

Section 7.6. HD Men's Ministry. Alliance Men's Ministry may be established in the local church.

Section 7.7. Committees and Organizations. Additional committees and organizations may be established by the governance authority as the need arises unless otherwise specifically provided for in these bylaws. Such committees and organizations shall not have authority to act on behalf of the Church, except to the extent expressly provided for by action of the governance authority.

Local Bylaws
ARTICLE VII
COMMITTEES AND ORGANIZATIONS
Section.7.5. Alliance Women Ministry

- A. The Alliance Women Ministry shall consist of the following positions:
1. Coordinator
 2. Secretary
 3. Treasurer
 4. Fellowship Coordinator
 5. Outreach Coordinator
 6. Mission Coordinator
 7. Prayer Coordinator
 8. Advisor

Local Bylaws
ARTICLE VII
COMMITTEES AND ORGANIZATIONS
Section.7.6. Alliance Men Ministry

- A. The local Hmong District Men or HD MEN shall consist of the following positions:
1. President
 2. Vice President
 3. Secretary
 4. Treasurer
 5. Advisor
 6. Media

Local Bylaws
ARTICLE VII
COMMITTEES AND ORGANIZATIONS
Section.7.7. Committees and Organizations

- A. Sound/Tech Media
The Sound/Media Tech Committee shall consist of a minimum of four (4) members or as appropriate.
- B. Safety & Security
The Safety & Security Committee shall consist of four (4) members or as appropriate.
- C. Budget
The budget committee shall consist of four (4) members
1. Two members-at-large
 2. Two members from the Governance Authority
 3. Treasurer (Advisor)
 4. Senior Pastor

**ARTICLE VIII
MISSIONS**

The Church shall participate in the worldwide missions and church planting ministries of The Christian and Missionary Alliance, and the support of the Great Commission Fund. The governance authority shall specify the means by which it purposes to mobilize members' involvement, including prayer, and recruitment of men and women for vocational ministry both at home and abroad. A Missions Conference or congregation-wide event for missions mobilization shall be held each year. Great Commission Fund gifts shall each month be forwarded to the Treasurer of The Christian and Missionary Alliance at the National Office.

Local Bylaws
**ARTICLE VIII
MISSIONS**

The Mission Committee shall consist of four (4) members serving a two-year term. Members of the Missions Committee shall form by self-appointed volunteers and/or appointed by the Senior Pastor. The Chair and Treasurer are appointed by members within the Committee.

**ARTICLE IX
DISCIPLEMAKING MINISTRIES**

A major ministry of the Church is making disciples of Jesus Christ. The discipling process includes evangelism, building up believers, equipping workers, and multiplying leaders, among adults, youth, and children. The purpose of discipling ministries is to bring people to a saving knowledge of Christ, teach biblical principles emphasizing missions and the centrality of Christ as Savior, Sanctifier, Healer, and Coming King, and equip people for evangelism and Christian service.

Choice 1: A committee (or team) of at least three persons, including leaders from Children's, Youth, and Adult ministries, shall be appointed (or elected) to assist the pastor (or pastoral staff) to oversee the discipling (or educational) ministries of _____ Church. The team will have a designated chairperson.

Choice 2: A Director of Disciplemaking Ministries may be appointed to oversee the discipling ministries of the Church. He/she may serve as a member of the pastoral staff and be amenable directly to the senior pastor. An advisory team will be elected (or appointed) to assist the director in giving leadership to the congregation's discipling ministries to children, youth and adults.

Choice 3: The discipling ministries of this Church are led by a Children's Pastor/ Coordinator, Youth Pastor/Coordinator, and an Adult Ministries Pastor/Coordinator, each of whom oversee the discipling ministries of their assigned age levels. They coordinate with each other as needed or directed, and are amenable to the pastor (or other designated member of the pastoral staff) and the Church governance authority.

Local Bylaws

ARTICLE IX

DEPARTMENT MINISTRIES

Part I: Department Ministries

- A. The Department Ministries Board shall consist of the following:
 1. Missionial-Discipleship/Youth Pastor
 2. NextGen Coordinator
 3. Children Coordinator
 4. Senior Citizens Coordinator
 5. Secretary
 6. Treasurer

Part II: Disciplemaking Ministries

- A. Senior Citizens Ministry
 1. Shall consist a minimum of four (4) members
 - a. Senior Coordinator
 - b. MM Pastor
 - c. 2 members at large
- B. NextGen Ministry
 1. Shall consist a minimum of four (4) members
 - a. NextGen Coordinator
 - b. MM Pastor
 - c. 2 members at large
- C. The Children Ministry
 1. Shall consist of the following:
 - a. Children Coordinator
 - b. Assistant Children Coordinator
 - c. Nursery Coordinator
 - d. DM Pastor

ARTICLE X PROPERTY AND RECORDS

Section 10.1. Property. The Church may acquire, own, dispose of, improve, encumber, and convey property, real and personal, for church purposes, in conformity with the laws of the state where the property is situated.

Real property may be purchased, sold, conveyed, exchanged, mortgaged, or encumbered only by order of the membership through the governance authority, in consultation with the district superintendent. In states where trustees are required, the order of the membership shall proceed through them.

Section 10.2. Records. The official records of all offices of the Church and all its departments are the property of the Church. Copies of the official records shall be given to the District upon request. In the event of the death or resignation of an incumbent officer, or upon the appointment of a successor, the records shall be passed on to the newly-appointed officer. All records other than current shall be kept in a secure repository selected by the Church governance authority.

Section 10.3. Audit. All financial records shall be examined annually or at more frequent intervals on order of the Church governance authority. At least three persons, none of whom is a financial officer or a Church staff member, shall be appointed by the governance authority to conduct the examination. They shall follow procedures set forth in the current edition of the *Finance Manual for Alliance Church Treasurers (and Pastors)*. The governance authority shall authorize actions to conform with additional audit standards that may be required by the jurisdiction in which the Church is located.

ARTICLE XI NOMINATING COMMITTEE

A Nominating Committee shall consist of the senior pastor, two members from the Church membership, selected by, but not necessarily from the governance authority, and two elected from the Church membership in a manner stipulated by the local church bylaws, at least one month prior to the annual meeting.

ARTICLE XII NOMINATIONS/ELECTIONS

Section 12.1. Nominations. In consideration of elections, the Nominating Committee shall present at least one name for each office to be filled. Other nominations may be made by the membership as stipulated in the church bylaws.

Any active member of the membership may nominate any person for an elected position according to the following:

1. The member wishing to place the name in nomination will submit the name to the Nominating Committee in writing within the timeframe posted by the Nominating Committee.
2. The Nominating Committee will satisfy itself that the person to be nominated meets the criteria of the Constitution and Bylaws for holding elected office.
3. The Nominating Committee may consider the person to be nominated as their nominee if so desired. The Nominating Committee may also elect NOT to consider the person as their nominee.
4. Once the Nominating Committee has completed its work and rendered its report, an Official Ballot will be prepared for use at the Annual Meeting. The Official Ballot will contain the names as presented for each position by the Nominating Committee. Further, those names presented by the membership that meet the required criteria will also be placed on the Official Ballot. However, they will be identified by an asterisk (*) and an appropriate footnote explanation that they have been nominated by the membership.
5. There will be no nominations received from the floor during the election process.

Section 12.2. Elections. The officers shall be elected by ballot at the annual meeting. Where only one name is presented, the ballot may be waived by unanimous vote.

Section 12.3. General Council Lay Delegates. In accordance with the Amended and Restated Constitution and Bylaws of The Christian and Missionary Alliance, an accredited church may send two lay delegates to represent the Church during the biennial General Council of The Christian and Missionary Alliance. Should the Church have 150 or more in voting membership (as reported in the most recent annual report of the church), the Church may send an additional delegate for each additional 100 voting members or fraction thereof. Lay delegates shall be appointed and certified in the following manner: _____.

Section 12.4. District Conference Lay Delegates. In accordance with the Uniform Constitution for Districts of The Christian and Missionary Alliance, an accredited church shall be entitled to send two lay delegates to represent the Church during the District Conference. Should the Church have 150 or more in voting membership (as reported in the most recent annual report of the church), the Church may send an additional delegate for each additional 100 voting members or fraction thereof. Lay delegates shall be appointed and certified in the following manner: _____.

ARTICLE XIII REVERSION OF PROPERTY

All of the corporation's real and personal property shall be subject to the applicable property reversion provisions in the Manual.

ARTICLE XVI CHURCH-SPECIFIC ACCREDITED CHURCH BYLAWS

The Church may adopt and amend additional church-specific accredited church bylaws pursuant to the Constitution by a two-thirds majority of the votes cast at any official business meeting of the General Members, provided that such additional bylaws are consistent with any provision of the Manual (including the Constitution) applicable to accredited churches of the C&MA and with these Bylaws. A copy of any additional church-specific accredited church bylaws shall be provided to the Ecclesiastical Member.

