

**BYLAWS**  
**FOR**  
**ETERNAL LIFE CHURCH**  
**OF THE CHRISTIAN AND MISSIONARY ALLIANCE**

**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 Eternal Life Church of The Christian and Missionary Alliance (the “Church”). These Bylaws shall govern the nonprofit corporation 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”).

# 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 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.

Section 2.2. Ecclesiastical Member. The Central Pacific 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 Scriptures as originally given; in the vicarious atonement of the Lord Jesus Christ; in the 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 Governing Board (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.

### 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.

### ARTICLE IV: BIBLICAL CHARACTER AND STANDARDS

Section 4.1. Key Characteristics of the C&MA's Faith Community and Mission.

The Eternal Life Church of The Christian and Missionary Alliance [the Church] is a community of faith that exists to exercise and express its biblical beliefs within the broader community of The Christian and Missionary Alliance (C&MA). These beliefs are grounded in a shared understanding of Holy Scripture including those beliefs and standards specifically addressed in the Manual of the Christian and Missionary Alliance (Manual).

A. The C&MA's Biblical Beliefs.

Eternal Life Church is a community of faith based on its and the C&MA's biblical beliefs, which include the following.

1. Statement of Faith. The C&MA has adopted the statement of faith set forth in the Manual.
2. Christian Mission and Values. The Church directs all of its activities in accordance with the following C&MA mission:

We desire to know Jesus Christ as Savior, Sanctifier, Healer, and Coming King and to complete His Great Commission. The Alliance will fulfill His Commission through evangelizing and discipling persons throughout the United States, incorporating them into Christ-centered, community-focused congregations, and mobilizing them for active involvement in a global effort designed to plant Great Commission churches among unengaged, unreached and responsive peoples worldwide.

In carrying out this mission, Church activities are conducted in accordance with the following biblical values:

Lost people matter to God. He wants them found. Luke 19:10

Prayer is the primary work of the people of God. Philippians 4:6-7

Everything we have belongs to God. We are His stewards. 1 Chronicles 29:14

Knowing and obeying God's Word is fundamental to all true success. Joshua 1:8

Completing the Great Commission will require the mobilization of every fully devoted disciple. Matthew 28:19

Without the empowerment of the Holy Spirit, we can accomplish nothing. 1 Corinthians 2:4-5

Achieving God's purposes means taking faith-filled risks. This always involves change. Hebrews 11:6

B. Representatives and Other Participants

The Church's faith community is represented by all of the Church's officers, directors, employees, licensed workers and volunteer leaders, each of whom serves the Church's mission and is an integral part of the community (each such person is described for

purposes of this Statement only as an “Church representative”). The other community participants, including Church members and volunteers, contribute to the Church’s faith community, but they do not represent the Church unless they are also employees or leaders or have been designated as such by the appropriate ecclesiastical authority.

C. Christian Exercise and Expression.

1. As a Community. The C&MA believes 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 C&MA, including Church representatives, are following the biblical command to live out their faith in community and association with other believers. Accordingly the Church is itself an exercise and expression of its biblical beliefs and standards.
2. Through its Mission Based Activities. The C&MA believes that all the Church activities, including the responsibilities of every Church member and employee, 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 in every activity, action, and responsibility.

Section 4.2. Christian Community Standards for Ministry Activities.

A. General Standards.

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 or employees of the ELC. But no Church activity, nor any use of the 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.

B. Specific Concerns.

For many years the C&MA as a faith community has had concerns with the cultural and legal trends in North America. This resulted in specific statements being adopted by the C&MA over the years to biblically address these cultural concerns. These cultural concerns include but are not limited to divorce, marriage, human sexuality, and sanctity of life. The Church affirms the biblical beliefs and standards expressed in each statement.

Marriage and Human Sexuality

As such, the Church subscribes to the biblical belief that God creates human beings in His image as two distinct genders, male and female, and that the intended gender identity of an individual is determined by such individual's biological sex at birth. The Church applies this belief regarding gender identity in all policies and programs in the Church's faith community. In addition, the Church subscribes to the biblical belief that God has instituted marriage as a covenant relationship between one man and one woman. The Church recognizes only such marriages for all policies and programs in the Church's faith community. Further, the Church subscribes to the biblical belief that sexual desire is rightfully fulfilled only within marriage and that unmarried singles who abstain from sex can be whole, mature persons, as pleasing to God as persons who are faithful in marriage.

### Sanctity of Life

Likewise, the Church subscribes to the biblical belief that all life is sacred from conception to death and that individuals are known by God from before the foundation of the world and that human life begins at conception and that death is under the sovereignty of God and not man. The Church accordingly believes that no procedures should be performed for the primary objective of terminating a pregnancy and taking the life of an unborn child (such procedures are referred to herein as abortions) except in rarest of circumstances where other biblical, moral principles prevail, such as where it is medically impossible to save the life of both the mother and the child. Similarly, the Church believes that no medical procedure should be performed that takes the life of an individual prematurely (such procedures are referred to as euthanasia). The Church's beliefs further prohibit paying for or otherwise facilitating such procedures.

As dictated by these beliefs, the Church as an organization shall not fund abortions in any manner, including through a health care benefit plan that covers prescription drugs that induce abortions, except in the foregoing extraordinary circumstances unless in a particular situation (i) any such drug is prescribed and used solely for a non-abortive therapeutic treatment of a covered medical condition or for an abortion in the foregoing extraordinary circumstances and (ii) coverage is approved by the plan's governing body or the Church's appropriate ecclesiastical authority. In addition, the Church shall not participate through its health care benefit plan in a program that uses the plan as a means for providing drugs used to induce abortion, except in the foregoing extraordinary circumstances. Any requirement to facilitate abortions or euthanasia by participating in such a program, and any penalty for failing to participate in such a program, would directly and substantially burden and undermine the Church's exercise and expression of its biblical beliefs.

### Religious Activities

In conformance with these biblical beliefs and standards, the Church engages solely in activities that further its faith mission. All such activities can and should be vehicles for

spiritual growth. Therefore, the Church considers all of its activities to be a form of religious worship.

The Church distinguishes between exclusive religious activities and integrated religious activities. Exclusive religious activities include devotional worship services such as chapel services conducted by the Church, and distinctly theological education or pastoral counseling.

Integrated religious activities include activities similar to those conducted by nonreligious organizations for the benefit of society. The Church conducts such activities in furtherance of and in accordance with its biblical beliefs.

With respect to restrictions that may be imposed on the use of funds or other benefits offered to the Church, the Church shall not agree to any restriction that would preclude the Church from conducting its integrated religious activities in furtherance of and in accordance with its religious beliefs. The Church may agree not to use offered funds or benefits for exclusive religious activities.

#### C. Implementation.

To the extent the Senior Pastor determines it to be necessary or advisable to further the Church's mission or to cultivate the Church's faith community, he or she may establish additional standards based on Holy Scripture and the beliefs and standards addressed in the Manual for the activities and programs conducted within the faith community or for the Church representatives or other community participants. The determination as to whether any particular activity or use of the Church facilities is not permitted under this Policy 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 the appropriate ecclesiastical authority. 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 by the public as advocating views contrary to the biblical beliefs of the Church and the C&MA.

#### Section 4.3. Community Standards for the Church representatives.

##### A. Roles and Expectations.

In response to God's calling on their lives, the Church representatives exercise and express both their own and the C&MA's biblical beliefs and standards by working together to advance the Church's faith mission. The Church representatives are responsible for defining, cultivating, leading and/or representing the Church's faith community as an expression and exercise of their and the C&MA's biblical beliefs and standards. Accordingly, each Church representative shall be expected to (i) model these biblical beliefs and standards for others, (ii) perform all of their responsibilities as a service to God and (iii) comply with the following obligations:

1. **Biblical Beliefs.** Each Church representative shall affirm their agreement with the C&MA's statement of faith and other biblical beliefs and shall not subscribe to or promote any religious beliefs inconsistent with these beliefs.
2. **Christian Conduct Standards.** The Church representatives shall at all times (both during working and nonworking hours) endeavor to conduct themselves in a manner that affirms biblical standards of conduct in accordance with theirs and the C&MA's biblical beliefs.
3. **Distinctly Christian Activities.** Each Church representative shall be ready, willing and able to lead or contribute to distinctly Christian activities such as worship or prayer services.

B. Noncompliance by Representatives.

If any Church representative does not comply with the obligations set forth above, such representative shall have an obligation to disclose such noncompliance to the Church. The Church may determine whether such representative intends or is likely to continue in such noncompliance. If so, then the Church may dismiss such representative from his or her position on the basis that such representative's noncompliance is inconsistent with and undermines the expression and exercise of the Church faith community. Such action may be taken in accordance with any applicable procedures in the Uniform Policy on Discipline, Restoration and Appeal.

C. Volunteers and Contract Workers.

Volunteers and contract workers are not considered to be representatives of the Church's faith community unless they are serving in leadership positions. Nevertheless, when volunteers and certain contract workers as determined by the Church, serve with the Church, they shall be required to acknowledge that they understand and agree to support the Church's mission and values. The Church may give preference for such service to volunteers and contract workers who share its biblical beliefs.

## ARTICLE V: OTHER GENERAL BYLAWS

Section 5.1. **Governing Board.** Subject to these Bylaws, the Governing Board of the Church shall with respect to the Church have the corporate authority of the board of directors under applicable California 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. This amount is 5% of the amount of all Tithes and Offerings received by the Church.



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.

Section 5.4. 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.

## 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, General Bylaws and the Accredited Church Bylaws. Upon any amendment of the Constitution, the Ecclesiastical Member shall be deemed to have made the same amendment to these Bylaws.

Section 6.2. Preamble and General Bylaws. The Preamble and General 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 6.3. Accredited Church Bylaws. Church Bylaws 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 shall be provided to the Ecclesiastical Member. In addition, the Ecclesiastical Member may amend the Church bylaws, but only to incorporate amendments to the Constitution pursuant to Section 6.1.

## LOCAL BYLAWS

### 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 Governing Board.

Section 1.2. General Members. General Members, at least 16 years of age, are entitled to vote for the election of all members of the church Governing Board, except for senior pastor, in accordance with the Constitution. General Members, 18 years and over, shall have the right to vote on the budget, title to real property, or other matters which involved legal questions.

Section 1.3. Committee on Membership. The elders and pastor shall constitute the Committee on Membership. The Committee shall review applications for membership and teach the class on membership orientation.

Section 1.4. Application for Membership.

An individual, at least 16 years of age, can fill the application for membership, attend the membership orientation class and sign the membership covenant. On the date that his/her application is approved by the Committee on Membership and the membership covenant is signed by the pastor, s/he would be come a regular member of this church.

Section 1.5. Membership Covenant.

Recognizing the call to join the priesthood of the believers, I agree to the following and will sign the membership covenant below:

I, \_\_\_\_\_, testify to God and the leadership of the Eternal Life Church that:

1. I recognize an anointing on my life by Jesus Christ.
2. I have prayed to Jesus and have received from Him a calling on my life to enter into membership/leadership.
3. This calling has been witnessed by the Eternal Life Church.
4. I recognize and accept the responsibility of the Eternal Life Church to hold me completely accountable to this high calling of Jesus.

Therefore I covenant and vow to God in the presence of the Eternal Life Church that I will:

1. Pray for Eternal Life Church to continue in the favor of God;
2. Live my life in surrender to the Holy Spirit by offering my body, mind, money, and time as an offering, committing a tenth or tithe of each to the exclusive service of God, and using the remainder in a manner which will help others see God's Glory, doing nothing which will give even the hint of immorality;

3. Agree to deal with conflict according to the teaching of Jesus and found in Matthew 5:23-24 and 6:14-15 and to be disciplined pursuant to the UNIFORM POLICY ON DISCIPLINE, RESTORATION, AND APPEAL, as found in the current edition of The Manual of The Christian and Missionary Alliance.
4. In all interaction with other member/leaders, and as many others as grace directs, I will guide my actions by the following principles: 1) I will respect both the other person and his opinion, 2) I will believe that the other person has my best interest at heart, and 3) I will believe that the other person loves Jesus also;
5. In the consideration of all things, I will ask for Jesus to help me love everyone with His love.

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Applicant

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Pastor

Section 1.6. Membership List.

The membership list shall be examined each year by the Membership Committee one month prior to the annual congregational meeting so that the church will have an updated membership list.

Section 1.7. Renew Membership.

Every two years, the Committee on Membership shall conduct a membership renewal to maintain the membership current. A member who fails to renew shall be effectively considered as having submit his/her resignation pursuant to General Bylaws, section 2.4 above.

ARTICLE II: MEMBER MEETINGS

Section 2.1. Votings. On general Church matters in which no legal questions are involved, all General Members in good and regular standing who have reached the age of 16 years are entitled to vote, but in matters involving the budget, titles of property or legal procedure, the laws of the State of California determine the age to be 18.

Section 2.2. Annual Meeting.

- a) The Annual Meeting shall be held on the third Sunday of January of each year. The Governing Board shall determine the actual time and location. The Governing Board 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), Governing Board through the secretary, treasurer, Audit Committee chairman, and others deemed necessary by the General Members. The General Members shall give the Governing Board direction to determine the method of reporting.

c) The Election Meeting shall be on the third Sunday of November before the Annual Meeting for four elders, secretary, and treasurer, and any other members of the Governing Board (except for the Senior Pastor) as determined in these Bylaws. Two members of the Nominating Committee shall also be elected.

Also, the church budget shall be adopted at the Election Meeting.

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

Section 2.4. Meeting Rules. Roberts Rules of Order shall govern all matters of Church business unless the Governing Board 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 of those members who are present.

### ARTICLE III: GOVERNING BOARD

Section 3.1. General. The Governing Board 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 members of the Governing Board 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 Governing Board 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 Governing Board membership. All officers, committees, and organizations except the Nominating Committee are amenable to the collective oversight

of the elders.

Section 3.2. Governance Structure. The Governance Authority of the Church shall be known as the Governing Board. The number serving as the Governing Board shall be seven. The Governing Board shall consist of the senior pastor, four elders, Secretary, and Treasurer.

Section 3.3. Qualifications. The qualifications for elders are set out in 1 Timothy 3:1–13 and Titus 1:6–9. Members of the Governing Board are expected to maintain a lifestyle in keeping with the spirit and intent of these references. Further, each must be an active member of the Church.

Section 3.4. Duties. The duties of leaders are set forth in the Constitution, these bylaws, and position descriptions adopted by the Governing Board.

Section 3.5. Quorum. A quorum for the legal conduct of business shall be two-thirds of the board membership.

Section 3.6. Meetings. Meetings of the Governing Board shall be held periodically but not less than 6 times a year.

Section 3.7. 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 Governing Board, or any individual member of the Governing Board, may be removed by a two-thirds majority vote of the Governing Board and the approval of the district superintendent if, in the judgment of the Governing Board, the best interests of the Church will be served thereby.

#### 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: senior pastor, secretary, treasurer, and such other officers as may be required by state law.

#### ARTICLE V: PASTORAL STAFF

Associate Pastor. The associate pastor carries his ministry of the church under the Senior

Pastor and reports to the Governing Board as maybe required. He shall submit his annual report pursuant to these bylaws.

Pastoral Staff Salaries and Benefits. Annual salaries and benefits are determined by the Governing Board, after consultation with the District Superintendent. However, salaries are to be incorporated into the church budget for approval at the Annual Meeting.

## 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 Governing Board 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 Governing Board 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 Governing Board. The secretary shall attend and keep minutes of other meetings including the Governing Board 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 Governing Board, the keeping of proper book records of all transactions, and the filing of canceled vouchers and receipts for payments made. The Governing Board shall determine where funds of the Church shall be kept. No offerings shall be solicited from the membership except upon approval of the Governing Board.

Section 6.4. Assistant Treasurer. The assistant treasurer shall, with another person or through two other persons appointed by the Governing Board, 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 at least four elders. Their term of office is for two years and to be staggered. The pastor shall coordinate the ministry of elders and assign them in accordance with the Church Constitution, these bylaws, and practices.

Section 7.2. Deacons. The Church shall have at least three deacons to be appointed by the governing board. The deacons shall be members of the Church and shall have charge of care ministries and charities of the Church. They receive offerings for such purposes and dispense the same, and make monthly reports as directed.

Section 7.3. Deaconesses. The Church shall have at least three deaconesses to be appointed by the Governing Board to minister to widows and orphans. Deaconesses shall be members of the Church and make monthly reports to the governing board.

Section 7.4. Women Ministry. The Church does not have a Great Commission Women ministry. The women ministry is called God's Girls. It is a ministry of women who want to impact their community for Christ in support of the vision and missions of Eternal Life Church.

Section 7.5. Men's Ministry. The Church has Men's Ministry to build up men for Christ.

Section 7.6. Other Committees and Organizations. Additional committees and organizations may be established by the Governing Board 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 governing board.

Section 7.7. Position Descriptions: The Governing Board may issue individual position descriptions for any appointed or elected position in the church. Such position descriptions shall define responsibilities, delegate authority and specify accountability and are considered directive in nature.

## 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 governing board shall appoint a Mission Committee to mobilize members' involvement, including prayer, giving to the GCF and recruitment of men and women for vocational ministry both at home and abroad. The committee shall oversee the Missions Conference in the Fall of each year. Giving to the GCF shall each month be forwarded to the Treasurer of The Christian and Missionary Alliance at the National Office.

## ARTICLE IX: DISCIPLEMAKING MINISTRIES

A major ministry of the Church is making disciples of Jesus Christ. The disciple-making process includes evangelism, building up believers, equipping workers, and multiplying leaders, among adults, youth, and children.

A Director of Disciple-making Ministries may be appointed to oversee the disciple-making ministries of the Church. He/she may serve as a member of the pastoral staff and will be amenable directly to the senior pastor. An advisory team will be appointed to assist the director in giving leadership to the congregation's disciple-making ministries to children, youth and adults, and be approved by the Governing Board.

## 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 of California. Real property may be purchased, sold, conveyed, exchanged, mortgaged, or encumbered only by order of the membership through the governing board, in consultation with the district superintendent.

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 governing board.

Section 10.3. Audit. All financial records shall be examined annually or at more frequent intervals on order of the Church governing board. At least three persons, none of whom is a financial officer or a Church staff member, shall be appointed by the governing board 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 governing board shall authorize actions to conform with additional audit standards that may be required by the district.

## ARTICLE XI: NOMINATING COMMITTEE

Section 11.1. Nominating Committee. The Nominating Committee shall be a standing



committee and be consisted of the senior pastor, two members selected by, but not necessarily from the Governing Board, and two elected from the Church membership. They are to meet regularly through out the year to pray for the leadership team and to prayerfully consider candidates for short term and long term lay ministries in the Church.

Section 11.2. Nominations. In consideration of elections, the Nominating Committee shall present at least one name for each office to be filled. Nominating committee members cannot nominate themselves.

Section 11.3. Other nominations. Other nominations may be made by the membership two weeks before the election.

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

- a. 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. A member may nominate a person in the nominating committee for election.
- b. The Nominating Committee will satisfy itself that the person to be nominated meets the criteria of the Constitution and Bylaws for holding elected office.
- c. The Nominating Committee may consider the person to be nominated as their nominee if so desired.

Section 11.4. Ballot Preparation. Once the Nominating Committee has completed its work and rendered its report, an Official Ballot will be prepared for use at the Election 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.

Section 11.5. No Nomination on the Floor. There will be no nominations received from the floor during the election process.

## ARTICLE XII: ELECTIONS

Section 12.1. Elections. The board members, officers, and other positions shall be elected by ballot at the annual meeting. Where only one name is presented, the ballot may be waived by unanimous vote.

#### 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, as well as stated in the approved C&MA Articles of Incorporation.