

BYLAWS OF THE BROOMFIELD ASSEMBLY OF GOD, BROOMFIELD, COLORADO

Revised and Adopted October 8<sup>th</sup>, 1992

Amended October 29, 1995

**PREAMBLE**

Because it is the express purpose of God, our Heavenly Father, to call out of the world a saved people who shall constitute the body or church of our Lord Jesus Christ, built and established upon the foundation of the apostles and prophets, Jesus Christ Himself being the chief corner stone; and

Because the members of the body, the church (ecclesia) of Jesus Christ, are enjoined to assemble themselves together for worship, fellowship, counsel, and instruction in the Word of God, and for the work of the ministry and the exercise of those spiritual gifts and offices provided for in the New Testament;

We recognize ourselves as a body of Christian believers according to the Scriptural plan for the local church and under the laws of the State of Colorado, that we may worship God as a united body, exercising all other rights and privileges granted to religious bodies.

We further recognize ourselves as a local assembly in cooperative fellowship with, and a part of the General Council of the Assemblies of God, and an active member of the Rocky Mountain District Council of the Assemblies of God, with national headquarters at Springfield, Missouri, and adopt the following articles of church order and submit ourselves to be governed by them.

**ARTICLE I. NAME**

The name of this assembly shall be the "Broomfield Assembly of God", herein after referred to as the "Assembly", of the city of Broomfield, state of Colorado, as incorporated under the laws of the State of Colorado and registered with the Secretary of State of the State of Colorado.

**ARTICLE II. PREROGATIVES AND PURPOSES**

Section 1. To Worship, Fellowship, and Propagate

The purpose of this Assembly shall be:

- A. To establish and maintain a place for worship.
- B. To conduct the work of evangelizing both the home and foreign field in obedience to the command of the Lord Jesus (Matthew 28:19, 20), under the guidance of the Holy Scriptures and in harmony with the teaching and practice of His servants, the apostles (Acts 8:4, 5, 25, 35-40; 13:1-4; 16:6, 10; Romans 10:12-17; 15:18-21; and 2 Corinthians 10:16).
- C. To establish such departments as may be necessary for the propagation of the gospel and the support of missionary activity.

Section 2. To Govern

This Assembly shall have the right to govern itself according to the standards of the Bible and of the Rocky Mountain District Council of the Assemblies of God, "endeavoring to keep the unity of the Spirit in the Lord of peace...till we all come in the unity of the faith, and of the knowledge of the Son of God, into a perfect man, unto the measure of the stature of the fullness of Christ" (Ephesians 4:3, 13). In connection therewith, or incidental thereto, it shall have the right to the calling of a pastor; the election of an official board; the discipline of its members; and to conduct its own services and programs.

Section 3. To Acquire and Dispose

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This Assembly shall also have the right to purchase or acquire by gifts, bequests or otherwise, whether directly or as trustee, and to own, hold in trust, use, sell, convey, mortgage, lease or otherwise dispose of any real estate or chattels as may be necessary for the furtherance of its purposes; all in accordance with its bylaws and articles of incorporation.

**ARTICLE III. AFFILIATION**

Section 1. Relationship

While maintaining its inherent rights to self-government in the conduct of its own affairs, this Assembly shall voluntarily enter into full cooperative fellowship with assemblies of like precious faith associated in the Rocky Mountain District Council of the Assemblies of God, and the General Council of the Assemblies of God, with headquarters at Springfield, Missouri, and shall share in the privileges and assume the responsibilities enjoyed by that affiliation. Officers of the District Council and General Council shall be recognized and respected by the Pastor and members of this Assembly.

Section 2. Submission to Authority

By its affiliation, this Assembly—directors, officers, and members—agree to submit to the authority of and be governed by the bylaws of both the Rocky Mountain District Council of the Assemblies of God and the General Council of the Assemblies of God as now in effect or hereafter amended.

Section 3. Standards, Qualifications, and Requirements

It is understood and agreed that this Assembly shall conform its standards of membership, qualifications for deacons, and requirements for a pastor to those standards set by the District Council and the General Council.

Section 4. Assistance

As a member of the General Council, this Assembly has the right to request the assistance of both the General Council and the District Council in dealing with any of its problems, upon the request of the Pastor, a majority of the Council of Deacons (the governing executive board of directors of this Assembly), or a petition signed by at least thirty-five percent (35%) of the active voting members who have regularly attended services of, and supported, this Assembly for a period of at least six (6) consecutive months prior to signing the petition.

**ARTICLE IV. TENETS OF FAITH**

This Assembly shall accept the Holy Scriptures, consisting of the Old and New Testaments, as the revealed will of God, the all-sufficient rule for faith and practice. For the purpose of maintaining general unity, this Assembly adopts the Statement of Fundamental Truths approved by the General Council of the Assemblies of God.

**ARTICLE V. ORDINANCES AND OBSERVANCES**

Section 1. Baptism

The ordinance of Water Baptism by immersion (Matthew 28:19) shall be administered to all those who have fully repented of their sins and who have believed on the Lord Jesus Christ to the saving of their souls, and who give clear evidence of their salvation (Romans 6:3-5; Colossians 2:12).

Section 2. The Lord's Supper

The ordinance of the Lord's Supper shall regularly be observed as enjoined in the Scriptures (Luke 22:19, 20; 1 Corinthians 11:23-26).

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Section 3. Dedication of Children

Infants and small children shall be dedicated unto the Lord in the Assembly, following the pattern seen in Scriptures (1 Samuel 1:21-28; Luke 2:21-40; Mark 10:13-16; Luke 18:15, 16).

Section 4. Prayer for the Sick

Prayer for the sick, accompanied by anointing with oil and laying on of hands, shall be offered on a regular basis (Mark 16:18; James 5:14).

**ARTICLE VI. MEMBERSHIP**

Section 1. Membership Eligibility

Active voting membership in this Assembly shall be open to all who possess the following qualifications:

- A. A testimony to a genuine experience of the new birth (John 1:12, 13; 3:3-8; 1 Peter 1:18-25).
- B. Clear evidence of a consistent Christian life (Romans 6:4; 8:1-4; 13:13, 14; Ephesians 4:17-32; 5:1, 2, 15; 1 John 1:6-7). Holiness and perfection in Christ shall be the goal of every member. The standards of this Assembly shall be consistent with those of the District Council and the General Council.
- C. Acceptance of the tenets of faith as set forth in the bylaws of this Assembly.
- D. Contributing regularly to the financial support of this Assembly in Biblical tithes and offerings.
- E. Attending services of, and supporting, this Assembly for a period of at least three consecutive months prior to the date of application for membership.
- F. Agreement to being governed by the bylaws of this Assembly, and of the Rocky Mountain District Council of the Assemblies of God, as both may be amended from time to time.
- G. At least eighteen (18) years of age.
- H. Shall not be a licensed or ordained minister.

Section 2. Reception of Members

- A. Persons desiring to become active members of this Assembly shall make written application to the Pastor. The Pastor shall examine the applicant according to the standards of membership.
- B. The Pastor shall present the names of those who apply for membership to the Council of Deacons, who shall act upon said application. All persons who shall have met the membership requirements and have been passed on favorably shall be received into the Assembly publicly at a service designated by the Council of Deacons.
- C. Opportunities for membership shall be given at least annually.
- D. Applicants for membership who are accepted as a member shall not have voting privileges until the waiting period is fulfilled. The waiting period shall be at least sixty (60) days before an Annual Church Council or thirty (30) days before a special Church Council.

Section 3. Pastor and Spouse

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- A. By virtue of office, the Pastor shall serve as chief executive officer of the congregation during his tenure.
- B. The Pastor's spouse shall become an active voting member simultaneously with the election of their spouse as Pastor subject to Section 1 of Article VI, except paragraph E. and except Article VI. Section 2, paragraph D.
- C. The spouse of all credentialed ministerial staff members' shall become active voting members subject to Section 1 of Article VI, except paragraph E, and except Article VI. Section 2, paragraph D upon appointment of the credentialed ministerial staff.
- D. No immediate family member of the Pastor or credentialed staff (spouse, child or parent) shall be eligible to serve on the Council of Deacons.

Section 4. Transfer Members

- A. A member in good standing of another Assembly of God, who satisfies the standards for membership eligibility specified in Section 1 of this Article VI (other than the attendance and support requirements), may apply for membership by submitting a letter of transfer from the Pastor of the other assembly. Upon the approval of a majority of the Council of Deacons, this person shall be accepted as a member. Transfer members shall have voting privileges after thirty (30) days and be eligible for office after three hundred sixty-five (365) days of transfer of membership.
- B. A member in good standing (not under any disciplinary action) who is either on the active membership roll or the inactive membership roll may request a letter of transfer to another church. Once a letter is issued, the member's name will be removed from the roll.

Section 5. Associate Membership

Associate Membership shall be available for youth between the ages of twelve (12) and seventeen (17) years who give evidence of the new birth, meet the Scriptural standards for membership, and are approved by majority vote of the Council of Deacons. At age eighteen (18), the individual may request consideration for full active membership. Associate Members shall not vote in Church Councils or hold elective office.

Section 6. Honorary membership

- A. The Council of Deacons, at any regular or special meeting, may approve honorary members by a unanimous vote of the members present. Those considered for honorary membership include:
  - 1. Persons within the congregation holding ministerial credentials;
  - 2. Those whom the Assembly desires to honor because of some special service rendered to the Assembly;
  - 3. Those who have moved away for an indefinite time because of college or military service, and desire to retain fellowship with the Assembly.
- B. Honorary membership recognition shall continue as long as the member maintains a consistent Christian life, remains sound in doctrine, and maintains a cooperative attitude toward this Assembly.
- C. Honorary members may attend business meetings if they desire, but shall not speak except upon invitation of the chairman. They shall not vote, nor hold elective office.

Section 7. Inactive Membership

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- A. Members who shall fall in any of the following categories shall be removed from the roll of active voting members and placed on the inactive members roll by the Council of Deacons:
  - 1. Absent themselves from the services of the Assembly for a period of three (3) consecutive months or more without good cause, or
  - 2. Who cease to regularly contribute of their means to the Assembly's support, or
  - 3. Who may be under charges for misconduct, or
  - 4. Who have fallen into sin and whose lives have become inconsistent with the standards and teachings of the Assembly, or
  - 5. Who may be out of harmony with its teachings or its ministries, or
  - 6. Move from the area.
- B. The roll shall be reviewed at least annually by the Council of Deacons at a regularly scheduled meeting of the Council of Deacons, and at least immediately preceding the annual Church Council.
- C. Members who are placed on the inactive membership roll shall be notified in writing by first class mail to their last known address of their status.
- D. Members who remain on the inactive roll for a period of one (1) year without contacting the Council of Deacons shall be removed from the membership roll.
- E. Inactive members shall lose their voting privileges until they are restored to active status by the Council of Deacons.
- F. Persons who resign shall be removed from the membership roll as permitted under Article VI. MEMBERSHIP. Section 8, paragraph C. RESIGNATIONS.

Section 8. Discipline

A. GROUNDS

Discipline is an exercise of scriptural authority for which the church is responsible (Matthew 16:19; 18:15-20; Luke 17:3; John 20:23; Acts 16:4; Ephesians 5:11; 1 Timothy 5:20; 2 Timothy 4:2; Hebrews 13:17). The purpose of discipline is to promote repentance and restoration through exposing sinful behavior. It is to be redemptive in nature as well as corrective. Any member of the Assembly is subject to discipline on the basis of unscriptural conduct or doctrinal departure from the Tenets of Faith of this Assembly. The discipline of pastors is administered by the District Presbytery.

B. PROCEDURE

The Assembly will follow the disciplinary procedure set forth in Matthew 18:15-20. This procedure consists generally of the following steps:

- (1) The Pastor or a designated member of the Council of Deacons discusses the charges with the member in an effort to resolve the matter privately;
- (2) If the first step does not resolve the matter, then the member shall meet with the Pastor and the Council of Deacons, or with a designated committee of the Council of Deacons in an effort to resolve the matter privately;

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- (3) If the first or second steps do not resolve the matter, then the member or the Council of Deacons may submit the matter to the membership of the Assembly in a special Church Council called for that purpose. Only active voting members of the Assembly shall be permitted to attend such a special Church Council. The decision of a majority of the voting members present at such a meeting shall be final. A member found guilty may be dismissed from membership in the Assembly (Matthew 18:17). However, lesser disciplinary sanctions may be imposed as appropriate, depending on the circumstances of each case.

C. RESIGNATIONS

Members who are under discipline by this Assembly forfeit and waive the right to resign from membership in this Assembly. Resignations from membership are possible only by those members in good standing who are not under any disciplinary action.

**ARTICLE VII. THE CHURCH GOVERNMENT**

Section 1. The Council of Deacons

A. IN GENERAL

The government of this Assembly shall be vested in its Council of Deacons, which shall consist of the Pastor and a minimum of three (3) deacons. The Council of Deacons may be expanded to a maximum of seven (7) deacons, in addition to the Pastor, with one deacon being added for every fifty (50) members in excess of one-hundred and fifty (150) members. This Council shall serve as the trustees of the Assembly. All spiritual and material management of this Assembly shall be committed to them, subject to the provisions of these bylaws.

B. QUALIFICATIONS OF COUNCIL OF DEACONS MEMBERS

See qualifications for pastors and deacons below.

C. DUTIES OF THE COUNCIL OF DEACONS

1. The Council of Deacons is chosen to serve the Assembly. It shall act in an advisory capacity with the Pastor in all matters pertaining to the Assembly in its spiritual life and in the ministry of its ordinances. The Council of Deacons shall serve as trustees of all the real property of the Assembly. The Council of Deacons shall have the authority to carry out the purposes of the Assembly according to its charter and these bylaws.
2. The Council of Deacons shall act in the examination of applicants for membership and in the administration of discipline.
3. The Council of Deacons shall elect a vice-president of the corporation from among their members. In the event the Assembly is without a pastor, or the Pastor is unable to be present, the vice-president of the corporation shall act as chairman in order to transact necessary business for the Assembly.
4. The Council of Deacons shall elect a minister of records (secretary) from among its members.
5. The Council of Deacons shall elect a minister of finance (treasurer) from among its members.

Section 2. Officers

A. IN GENERAL

There shall be a president, vice-president, secretary (minister of records), and treasurer (minister of finances). The

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Pastor, by virtue of office, shall be the president and chairman of the Council of Deacons.

B. QUALIFICATIONS

1. Pastor

The Pastor shall be a fully accredited ordained or licensed minister, in good standing, of the General Council of the Assemblies of God. As such, he must be in harmonious accord with both the bylaws of that body and of this Assembly.

2. Minister of Records and Minister of Finances

The Minister of Records and the Minister of Finances shall meet the qualifications of Deacons listed below.

C. DUTIES OF OFFICERS

1. Pastor

- (a) Shall be the spiritual overseer of the Assembly, and shall direct all its activities.
- (b) Shall be recognized as a member of the Council of Deacons, president of the Assembly, and shall act as chairman of all the business meetings of the Assembly and of the Council of Deacons.
- (c) Shall provide for all the services of the Assembly, and shall arrange for all special meetings, conventions, or revival campaigns. No person shall be invited to speak or preach in the Assembly without his approval.
- (d) Shall, as chairman of the Council of Deacons, be chairman of the nominating committee for the selection of deacon nominees. He shall privately interview those nominated, ascertaining their eligibility and availability to serve as deacons.
- (e) Shall conduct a training class at least once a year on the responsibilities of the Council of Deacons and other leaders of the Assembly. Such a training course shall be based upon the scriptural directives for church leadership and the bylaws of this Assembly.
- (f) Shall have the authority to hire and terminate all other personnel, salaried or unsalaried, such as: associates, music director, custodian, secretary, etc. Hiring and salary arrangements shall be ratified by the Council of Deacons.
- (g) He shall be an ex-officio member of all committees and departments.

2. The Minister of Records

- (a) Shall keep minutes of all meetings of the Council of Deacons and Church Councils of the Assembly.
- (b) Shall be responsible for the preservation of all legal documents and the custody of the corporate seal of the Assembly.
- (c) Shall serve as Secretary of the Corporation.
- (d) Shall perform any other work necessary to the discharge of the office.

3. The Minister of Finances

- (a) Shall be responsible for overseeing the depositing of all funds in the name of the Assembly in a bank selected by the Council of Deacons.
- (b) Shall be responsible for overseeing all disbursements by checks, keeping an itemized account of all receipts and disbursements, and providing detailed reports at the regular meetings of the Council of Deacons and the annual Church Council.
- (c) Shall serve as the Treasurer of the Corporation.
- (d) Shall perform such other duties as may be required by the Council of Deacons.

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## Section 3. Deacons

The Deacons shall be persons of mature Christian experience and knowledge. They shall be chosen from among the male members of the Assembly who have been active members of the Assembly for at least one (1) year prior to election, who are filled with the Spirit according to Acts 2:4, who are not entangled in their marriage relationships, and who measure up to the requirements listed in Acts 6:3 and 1 Timothy 3:8-13. They shall currently support the Assembly with their tithes and offerings, have a cooperative spirit, and regularly attend church services. They shall not hold ministerial credentials.

## Section 4. Fiduciary Duties

The law imposes several fiduciary duties on officers and deacons, including the duties of due care and diligence, loyalty, avoidance of self-dealing, expending designated contributions for the purposes specified, and not commingling personal and corporate funds.

## Section 5. Temporary Church Advisory Council

Should irreconcilable differences arise between the Pastor and other members of the Council of Deacons, destroying the unity and the successful ministry of the local Assembly, the District Executive Presbytery along with the sectional presbyter (the investigating committee), upon request from the Pastor or a majority of the Council of Deacons, shall investigate such differences. Upon a two-thirds (2/3) majority vote of the investigating committee they may declare the Assembly under District supervision. The term "District supervision" means that the investigating committee has the authority to: (1) suspend the bylaws of the Assembly, (2) suspend the Council of Deacons, (3) reclassify the Assembly as a District Council affiliated assembly, and (4) appoint and establish a temporary church advisory council invested with the authority to manage both the secular and ecclesiastical affairs of the Assembly until such strife shall cease.

If the Pastor is also the sectional presbyter, a member of the sectional committee, designated by the District superintendent, shall be a member of the investigating committee in his place.

## ARTICLE VIII. ELECTIONS, VACANCIES, AND REMOVALS

### Section 1. Elections

#### A. PASTOR

1. The Pastor shall be nominated by the Council of Deacons and elected by secret ballot of the Assembly at the annual Church Council, or at a meeting called for that purpose. Recommendations for pastoral candidates may be made to the Council of Deacons by any member of the Assembly or by the District Superintendent. Only one candidate shall be considered at a time.
2. A two-thirds (2/3) majority vote of all votes cast shall be required to constitute an election, or to constitute a vote of confidence to perpetuate his ministry to the church.
3. The Pastor shall be elected to serve an indefinite term. The term "indefinite" means that the door is left open for unlimited ministry under the blessing of God, which can be terminated by the decision of the Pastor or of the congregation.
4. Only licensed or ordained Assemblies of God ministers in good standing with the General Council are to be considered as candidates.
5. In the event either the Pastor or any other member or members of the Assembly shall challenge the validity of an election, the validity of the election shall be arbitrated by the District Executive Presbytery, or any three (3) persons of its choice, and its decision shall be final.

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B. MINISTER OF RECORDS

The Minister of Records shall be elected by the Council of Deacons at their first meeting of the year following the annual Church Council. The term of office shall be one (1) year, or until a successor is elected. The Minister of Records may serve consecutive terms of office.

C. MINISTER OF FINANCES

The Minister of Finances shall be elected by the Council of Deacons at their first meeting of the year following the annual Church Council. The term of office shall be one (1) year, or until a successor is elected. The Minister of Finances may serve consecutive terms of office.

D. DEACONS

Deacons shall be nominated by a nominating committee consisting of the current Council of Deacons. They shall be elected, by secret ballot, by a majority vote of those active voting members present at the annual Church Council at which an election is to be conducted. Active voting members may recommend nominees to the nominating committee, however, nominations for deacon shall not be accepted from the floor during any Church Council. Deacons shall be elected for a three (3) year term, and shall hold office until the annual Church Council at which their successor is elected. Deacons cannot succeed themselves in consecutive terms. A one (1) year period must elapse between the expiration of a deacon's term of office and his eligibility for re-election. The Council of Deacons may make an exception to this if there are no other eligible candidates, who are willing to serve. In such a case, that deacon may serve one (1) additional term. The terms of deacons shall be staggered appropriately.

E. IN GENERAL

All offices or positions of leadership in the church shall be filled by those in the Assembly who are living consistent Christian lives and are in good standing. The Council of Deacons shall prescribe the manner of selection. Those selected to serve must receive the approval of the Council of Deacons.

Section 2. This section intentionally left blank.

Section 3. Vacancies and Removals

A. PASTOR

1. When a vacancy in the office of the Pastor shall occur, a temporary replacement shall be arranged for by the Council of Deacons until a pastor shall be chosen as prescribed in Article VIII, 1 A. The counsel of the district superintendent will be sought. When a pastor's credentials are withdrawn by the District or General Council, the pastor's term of office shall be automatically terminated.
2. In the event the pastor has serious charges preferred against him or his ministry has ceased to be effective, power is vested in the Council of Deacons to ask for his resignation at any of its regular business meetings. If such resignation is refused, the pastorate shall not be considered vacant unless the action of the Council of Deacons is confirmed by a majority vote of the congregation at a Church Council called for that purpose. A member of the Executive Presbytery of the Rocky Mountain District Council of the Assemblies of God shall preside over that Church Council. If the action of the Council of Deacons is not confirmed, the Council of Deacons shall resign.

B. MINISTER OF RECORDS AND MINISTER OF FINANCES

The offices of Minister of Records and Minister of Finances shall be vacant upon the expiration of the term of office, or upon termination of the officer's active membership, whichever shall occur first.

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C. DEACONS

1. The office of deacon shall be vacant upon the expiration of the term of office, or upon termination of the deacon's active membership, whichever shall occur first.
2. Should the office of a deacon become vacant for any reason, including the lack of qualified or willing members, the Council of Deacons shall be empowered to select any of these three options:
  - (a) Leave the office vacant. Provided there are a minimum of three (3) deacons or there are ninety (90) days or less until the next annual church council.
  - (b) Select a replacement to serve out the unexpired term, subject to ratification by a special Church Council within thirty (30) days of this selection.
  - (c) Should no qualified or willing candidates be found within forty-five (45) days of the vacancy, the time of membership for a deacon may be reduced to one hundred eighty (180) days, subject to approval by a two-third's (2/3) majority of the Council of Deacons.

D. IN GENERAL

1. Any office or position of leadership in the church (other than that of the Pastor) may be declared vacant by a majority vote of the Council of Deacons at any of its meetings.
2. Grounds for such action may be unscriptural conduct, departure from the tenets of faith, incompetency in office, or any other sufficient reason.
3. Any person removed from office shall have opportunity for a fair and impartial hearing of his case before the Assembly if he so desires.
4. Any office in the church which a person may hold becomes vacant at the termination of their active membership.

E. FILLING VACANCIES

Any office or position of leadership (other than that of Pastor or Deacon) may be filled by appointment of the Council of Deacons for the unexpired term.

**ARTICLE IX. MEETINGS**

Section 1. Public Worship

Meetings for public worship shall be held on each Lord's Day and during the week as may be provided for under the direction of the Pastor and the Council of Deacons.

Section 2. Annual Church Council

An annual Church Council of this Assembly shall be held within ninety (90) days of the termination of the fiscal year on December 31. The time and place of said council is to be determined by the Council of Deacons, with public announcements of the meeting made on the two (2) Sundays immediately prior to the date of the meeting. The election of officers shall take place at this council. Reports of all officers shall be presented.

Section 3. Special Church Councils

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Special Church Councils of this Assembly may be called when necessary after proper announcement has been made on the two (2) Sundays preceding the meeting, or seven (7) days notice by first-class mail. Such meetings must have the approval of a majority of the Council of Deacons. Special meetings may also be called by a petition having been signed by not less than one-third (1/3) of the active membership of the Assembly. Such petition must be placed in the hands of the Pastor or the Minister of Records in sufficient time to make the required public announcement on the two (2) Sundays preceding the meeting, or seven (7) days notice by first-class mail.

Section 4. Parliamentary Order

All business meetings of the Assembly shall be governed by parliamentary procedure as set forth in the current edition of Roberts' Rules of Order Revised, in keeping with the spirit of Christian love and courtesy.

Section 5. Voting Constituency

A. QUALIFYING OF VOTERS

The voting constituency at all Church Councils of this Assembly shall consist of all active voting members who are present (Article VI, Section 1).

B. TRANSFER MEMBERS

Transfer members shall have voting privileges after thirty (30) days of transfer of membership (Article VI, Section 4).

C. MEMBERS UNDER PROCESS OF DISCIPLINE

No member under the process of discipline shall be entitled to vote until the process is completed (Article VI, Section 8).

Section 6. Quorum

A quorum shall consist of one-third (1/3) or more of the active voting membership at any duly called Church Council.

Section 7. Order of Business

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

1. Devotional
2. Reading of previous minutes by Minister of Records
3. Report of Minister of Finances
4. Departments/Committees Report
5. Unfinished business
6. Election of officers
7. New business
8. Adjournment

Section 8. The Council of Deacons

The Council of Deacons shall meet monthly at the call of the Pastor for the transaction of routine business, time and place to be announced by the Pastor. A majority of the Council of Deacons shall constitute a quorum, provided all the members have been notified of said meeting.

Section 9. Membership Roll

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The current list of active voting members shall be posted in conjunction to the announcement of a Church Council in a prominent place in the Assembly prior to any Church Council.

## **ARTICLE X. DEPARTMENTS AND COMMITTEES**

This Assembly shall create and maintain such departments and committees as may be necessary and advisable for the extension of its work. All such departments and committees shall be subordinate to the Assembly and shall contribute to the harmony and development of the whole. They shall be under the general supervision of the Council of Deacons. The Pastor shall be an ex-officio member of all departments and committees.

## **ARTICLE XI. FINANCES**

### Section 1. Funds

All funds for the maintenance of this assembly and its ministries shall be provided by the tithes, offerings, and any other gifts of the members and friends of this assembly (Luke 6:38; 1 Corinthians 16:1-2; 2 Corinthians 9:6-8). Members of this assembly shall not send their tithes to individuals, projects, radio programs, etc., but according to Malachi 3:10, pay their tithes faithfully into the local assembly financial plan.

### Section 2. Voluntary Gifts

In no case shall tithes and offerings, and other gifts, be considered as investments in the corporation, nor shares of the same, but shall, in all cases, and always, be considered voluntary gifts without attachment or remuneration.

### Section 3. Financial Reports

A monthly financial report of all accounts shall be presented to the Council of Deacons at their regular meetings. An annual audited financial report shall be presented by the Minister of Finances at the annual Church Council.

### Section 4. Disbursement of Funds

- A. All funds shall be disbursed, at the direction of the Pastor and the Council of Deacons, under the supervision of the Minister of Finances.
- B. All disbursements shall be accounted for with proper documentation.
- C. The Council of Deacons shall annually set a maximum check amount, above which checks must be countersigned.

### Section 5. Fiscal Year

The calendar year shall serve as the fiscal year for the Assembly.

## **ARTICLE XII. PROPERTY**

### Section 1. Title

All property of the Assembly, real or chattel, shall be deeded to the Assembly and shall be held in the corporate name, Broomfield Assembly of God, of the Assembly.

### Section 2. Authority

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The corporation shall have the right, power, and authority to purchase, acquire by gift, devise, demise, bequest, or otherwise, either directly or as trustee, to own and hold in trust, use, sell, transfer title, and mortgage, lease or otherwise dispose of and encumber any real or chattel property as may be necessary or advisable for the Assembly.

## Section 3. Purchases and Sales of Property

Any purchase, sale, or transfer of real property shall first require authorization by a two-thirds (2/3) majority vote of the members of the Assembly who are present at the annual Church Council or a special Church Council duly called for said purpose.

## Section. 4. Certification of Conveyance

The Pastor and the Minister of Records of the Assembly shall certify in such conveyance, lease, or mortgage, that the same has been duly authorized and recommended by vote of the Assembly. Such certification shall be held to be conclusive evidence thereof.

## Section 5. Discontinuation of Church Services

Should this Assembly cease to maintain a weekly worship service for a period of three (3) months under the direction of a leader duly authorized by and in good standing with the Rocky Mountain District Council, it shall be dissolved and its properties, real and chattel, disposed of according to Article XII, Sections 6 and 7 of these bylaws.

## Section 6. Disaffiliation

Title to all real and chattel property now owned or hereafter acquired by the Assembly shall be held in trust as a place of divine worship in full cooperative fellowship and affiliation with The General Council of the Assemblies of God, of Springfield, Missouri, and the Rocky Mountain District Council of the Assemblies of God. In the event that the Assembly shall be divided over doctrinal or any other issues, or shall vote to disaffiliate from the Assemblies of God, all property of the Assembly shall remain with those members, whatever their number, desiring continued affiliation with the Assemblies of God and adhering to its Statement of Fundamental Truths. The determination of which group of members desires continued affiliation with the Assemblies of God and adheres to its Statement of Fundamental Truths shall be arbitrated by the District Presbytery of the Rocky Mountain District Council of the Assemblies of God, and its decision shall be final and binding. If all members of the Assembly shall vote to disaffiliate from the Assemblies of God for doctrinal or any other reasons, then all the property, both real and chattel, of such Assembly shall be conveyed to said District Council, and shall be used by the District as an Assemblies of God church, if possible, and if not possible, the District may sell the property and apply the proceeds in any manner consistent with its stated purposes.

## Section 7. Dissolution

Upon dissolution of the Assembly, none of its funds or assets shall be distributed to any officer, deacon, or any other individual. The Council of Deacons shall, after paying or making provision for the payment of all of the liabilities of the Assembly, dispose of all of the funds and assets of the Assembly by conveying the same to the Rocky Mountain District Council of the Assemblies of God, for the purposes of the Assembly, and provided that said District Council at the time qualifies as an exempt organization under section 501(c)(3) of the Internal Revenue Code of 1986 (or the corresponding provisions of any future United States Internal Revenue Law). Any such funds or assets not so disposed of shall be disposed of by the Circuit Court of the county in which the principal office of the corporation is then located, to such an organization of said Court shall determine, which is organized and operated exclusively for religious purposes.

## ARTICLE XIII. ARBITRATION OF DISPUTES

Inasmuch as the Scriptures require Christians to take their disputes to the saints and not to the civil courts (1 Corinthians 6:1-8), all disputes which may arise (1) between any member of this church and the church itself, or (2) between any

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member of this church and any pastor, officer, director, employee, volunteer, or other worker of this church, shall be resolved by binding arbitration if efforts to mediate or conciliate the dispute have failed. Either party to the dispute may initiate the arbitration process by filing with the other party a written request for arbitration within a reasonable time after the dispute has arisen and efforts to mediate or conciliate have failed. In such a case, the member and the church shall each name an arbitrator, and the two so selected shall name a third. All arbitrators must be born-again, Spirit-filled believers who are members of an Assemblies of God church. The third arbitrator chosen by the other two shall disclose, before accepting the appointment, any financial or personal interest in the outcome of the arbitration, and any existing or past financial, professional, family, or social relationship which are likely to affect impartiality or which might reasonably create an appearance of partiality or bias. Either of the parties to the arbitration, on the basis of such disclosures, may disqualify such a candidate from serving as the third arbitrator. A third arbitrator who serves without objection from either party has a continuing duty to disclose relationships or interests which may impair his impartiality. Either party, regardless of the stage of the arbitration process, may, on the basis of such disclosures, disqualify such a person from further participation. The arbitration process shall not proceed until the third arbitrator is selected.

The arbitrators shall appoint the time and place for the hearing and cause notification to the parties to be served personally, or by registered mail, not less than thirty (30) days before the hearing. Appearance at the hearing waives such notice. The arbitrators may adjourn the hearing from time to time as necessary, and on the request of a party, and for good cause or upon their own motion, may postpone the hearing to a later date. The arbitrators may hear and determine the controversy upon the evidence produced, notwithstanding the failure of a party duly notified to appear. The parties are entitled to examine witnesses appearing at the hearing. The hearing shall be conducted by all the arbitrators, but a majority of them may determine any question and render a final award. If during the course of the hearing an arbitrator for any reason ceases to act, he shall be replaced in the same manner in which he was originally selected. The arbitrators may, in their absolute discretion, admit as evidence an affidavit or declaration concerning the matters in dispute, a copy thereof having been given at least five (5) days previously to the party against whom the same is offered, but the person whose evidence is so taken shall be subject to cross-examination by such party. The arbitrators shall have the power to order and direct what they shall deem necessary by either of the parties relating to the matters in dispute. Cost of the arbitration shall be determined and assessed by the arbitrators. Any submission of a dispute to arbitration shall not be revoked by the death of any party to the dispute, and any award will be binding upon such person's heirs and successors.

The decision of the arbitrators shall be binding on both parties, and both parties submit themselves to the personal jurisdiction of the civil courts in this state (including federal courts), as well as the courts of any other state which may have jurisdiction over any dispute contemplated by this Article, for the entry of a judgment confirming the arbitrators' award.

The arbitration process is not a substitute for any disciplinary process set forth in the articles of incorporation or bylaws of the Assembly, and shall in no way affect the authority of the Assembly to investigate reports of misconduct, conduct hearings, or administer discipline.

Any matter not provided for herein shall be governed by the provisions of the Uniform Arbitration Act.

If a dispute may result in an award of monetary damages, then use of this arbitration procedure is conditioned on acceptance of the procedure by the liability insurer of the Assembly, and the insurer's agreement to honor any arbitration award up to any applicable limits.

## ARTICLE XIV. AMENDMENTS

The bylaws may be amended at any regular or special Church Council provided that:

### Section 1. Presentation of Resolutions

- A. All resolutions for change or amendment of these bylaws shall be submitted in writing to the Council of Deacons at least thirty (30) days prior to the Church Council where they are to be considered. All resolutions for change or amendment are subject to review and amendment by the Council of Deacons.

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- B. All resolutions for change or amendment shall be approved by a two-thirds (2/3's) majority of the Council of Deacons in order to be presented before a Church Council for approval.

Section 2. Notification Procedure.

Public announcement of the proposed changes has been made at least two (2) Sundays prior to the date of the Church Council, and the Minister of Records shall have announced the proposed change at least seven (7) days prior to the meeting by first class mail to every active member at address of record.

Section 3. Approval

- A. The Church Council called to vote for the proposed amendments shall be preceded by at least one (1) informational meeting to discuss and amend the proposed amendments.
- B. At the Church Council where such proposed amendments are being presented, the proposed amendments shall be open to discussion from the floor but shall not be open to amendment from the floor. The Church Council shall only vote to accept or reject the proposed amendments.
- C. A two-thirds (2/3) majority of votes cast shall be deemed necessary for approval of proposed amendments, except as otherwise indicated herewith.
- D. Articles III, XII, and XIV of these bylaws may be amended only by the affirmative vote of 100 percent (100%) of the active voting members present at any annual or special Church Council called for the exclusive purpose of amending these bylaws.
- E. Article IV of these bylaws is not subject to amendment.
- F. All amendments must be consistent with the constitution and bylaws of the Rocky Mountain District Council.