

BYLAWS OF THE  
ALLIANCE CHURCH OF THE  
CHRISTIAN AND MISSIONARY ALLIANCE  
HOOSICK FALLS, NEW YORK

ARTICLE I – NAME

This church bears the corporate name of the Hoosick Falls Community Alliance Church of the Christian and Missionary Alliance Church. For advertising purposes it shall be known as the Hoosick Falls Community Alliance Church.

ARTICLE II – RELATIONSHIP

These bylaws are supplemental to the Constitution for the Christian and Missionary Alliance Churches most recently adopted by the General Council and in the event of any apparent contradiction the Constitution will take precedence.

ARTICLE III – MEMBERSHIP

A. Reception of members

1. Candidates for membership will have regularly attended the church for at least six months.
2. Candidates shall be required to attend a membership class conducted by the Committee on Membership. The Committee on Membership shall consist of the Senior Pastor and Elders.
3. Candidates shall be interviewed and approved for membership by the Committee on Membership.
4. Upon approval for membership, all applicants shall be received into fellowship at any of the regular Sunday services.

E. Transfer of Membership

1. Letters of transfer can be granted to members in good standing to unite with other evangelical churches.
2. Those applicants for membership holding letters of transfer shall apply for membership as follows:
  - a. Non-C&MA transfers shall be required to take the course of membership instruction.
  - b. C&MA transfers are encouraged to take the course on membership instruction due to the varying bylaws of each Alliance Church.
  - c. Be interviewed and approved for membership by the Committee on Member.

C. Membership Roll

1. The Membership Roll shall be reviewed annually by the Membership Committee at least 2 months before the Annual Business Meeting of the Congregation.
2. Active members shall consist of members in good standing.
  - a. A member in good standing is one who is active, sharing in church life by:
    1. Faithful attendance
    2. Cheerfully supporting the church financially according to biblical instruction
    3. Confessing and proclaiming stated doctrines of the church
    4. Rendering some form of service in the local body
    5. Respectfully submitting to church policy, practice, and spiritual leadership (Pastor(s), Elders, Governance Authority)
  - b. Members who are unable to attend regularly because they are in shut-in situations may also be considered Active members. Such members will not be counted in establishing a quorum for congregational business meetings.
  - c. Active members must be at least 16 years old.
3. Inactive members shall consist of those who:
  - a. Without reasonable excuse, over a six month period, do not sustain an active sharing of church life as stated above.
    1. Such members shall be contacted by the Membership Committee and dealt with in the spirit of Galatians 6:1,2. If such personal contact is impossible, such members will be contacted by registered mail and informed of the membership review. They shall be extended 30 days to offer notice of their intentions after which time, if no response is received, they will be removed from the Active membership roll and notified that they will be placed on the inactive roll.
    2. After 1 year of being on the inactive roll, such person shall be contacted by the Membership Committee and given another 30 days to respond. If an unfavorable or no response is received, he shall be removed from all rolls.
    3. Inactive members not under church discipline shall be restored to active membership upon application to the Membership Committee and after 6 months of meeting the qualifications of active members in section 2A under membership.
  - a. Members who are under church discipline according to Matthew 18:15-20.
4. Associate members shall consist of those members in good standing from our church who choose to retain their membership here and:
  - a. Are serving the Lord as missionaries

- b. Are active duty military personnel and/or their spouses who are serving outside the area
- c. Are students and/or spouses of students who are out of the area
- d. Are out of the area due to retirement, illness or employment

5. Voting privileges

- a. Active members in good standing may vote on all matters of church business except where the laws of New York State place limitations. (Must be 18 years of age to hold the office of, and vote for trustees and on matters of church property)
- b. Inactive members are not allowed to vote
- c. Associate members will be considered active when in attendance at official meetings.

D. Discipline and Restoration

- 1. Church discipline is always redemptive in intent.
- 2. The Pastor(s) and Elder(s) shall constitute the Committee on Discipline. This committee shall make investigations into matters pertaining to delinquent and wayward members and/or those holding appointed positions.
- 3. The scriptural guidelines found in Matthew 18:15-20 shall be followed in the spirit of Galatians 6:1,2.
- 4. The Pastor and Elders will take action for dismissal from membership and/or from appointed position.
- 5. Persons having forfeited their membership or appointed position because of discipline may, on evidence of sincere repentance, be restored upon the accord of the Pastor and Elders.

ARTICLE IV – GOVERNMENT

(Refer to C&MA Constitution)

- A. Annual Business Meeting – The annual business meeting will be held on the first Wednesday of February at a time to be designated by the Governance Authority, or on such a date as the Governance Authority may direct.
- B. Special Congregational Meetings – Special congregational meetings may be called only by the Governance Authority and must be made known to the membership on the two Sundays prior to such meetings.
- C. Quorum
  - 1. One third of the active members shall constitute a quorum for all committee meetings and Governance Authority meetings.
- B. Auditing

1. All of the financial records of the incorporated church shall be audited annually by a source chosen by the Governance Authority.
  2. If the office of Treasurer is vacant for any reason between elections, the books shall be audited before a new Treasurer is appointed.
- C. Fiscal Year – The church fiscal year shall be from January 1 to December 31.

#### ARTICLE V – THE CHURCH GOVERNANCE AUTHORITY

- A. The Governance Authority shall consist of no less than five members and no more than twelve excluding the Senior Pastor.
- B. The Governance Authority shall consist of the Senior Pastor, five Elders, Secretary, Treasurer, one representative from the Deacons/Deaconesses, one representative from the Trustees Board, and one Member-at-large.
- C. The newly elected Boards of Elders, Deacons/Deaconesses and Trustees shall meet separately, within 10 days of the annual business meeting for the purpose of selecting their Governance Authority representatives.
- D. The Governance Authority shall have power to fill any office vacated during the year and to make new appointments during the year, except for the position of Elders, to be appointed by the Pastor. The term of such appointment shall be until the next annual business meeting of the congregation.
- E. Any requests for money or offerings, or names or addresses of church family must be approved by the Governance Authority before permission is granted. Exceptions could be love offerings for special speakers at the direction of the Senior Pastor, and collecting money for a Christmas gift for the Pastor(s).
- F. The term of office shall be one year and no more than six consecutive terms may be served. After a year of leave a candidate is eligible for re-election. The only exception to this is the Trustees, as outlined below.

#### ARTICLE VI – OFFICERS

- A. Eligibility – All officers of the church must be active members in good standing.
- B. The following shall be elected at the annual congregational business meeting for a term of one year. Secretary, Treasurer, Missionary Treasurer, Financial Secretary, Christian Education Committee Chairperson, Sunday School Superintendent, Elders, Deacons, Deaconesses, Trustees.
- C. The term of office begins March 1 for one year.

- D. Any unexpired term of office which is filled by the Governance Authority terminates on February 28.

#### ARTICLE VII – PASTOR

- A. The matter of pastoral remuneration shall be the responsibility of the Governance Authority and reviewed at least annually.
- B. Pastoral Vacation
1. Pastoral vacation and other time off will be determined by the Governance Authority at least as follows:
  2. Vacation shall be graduated upon years of accumulated service in the C&MA as recommended by the Northeastern District and Prayer Conference action in 1983:  
  
1 – 5 years of service = 2 weeks (including 2 Sundays)  
  
6 – 15 years of service = 3 weeks (including 3 Sundays)  
  
16 – 25 years of service = 4 weeks (including 4 Sundays)  
  
25 years to retired = 5 weeks (including 5 Sundays)
- C. Amounts and time shall be considered separately each year for the following:
1. The Pastor and his wife to attend the annual District and Prayer Conference and other District functions
  2. The Pastor and his wife to attend the General Council of the Christian & Missionary Alliance
  3. Educational advancement and training approved by the C&MA, for members of the pastoral staff

#### ARTICLE IIX – DUTIES OF CHURCH OFFICERS

- A. Refer to C&MA Constitution and to ministry descriptions for the Hoosick Falls Community Alliance Church.
1. Ministry descriptions shall be developed, received, and reviewed by the Governance Authority annually.
  2. The Financial Secretary shall have the duties of the Assistant Treasurer.

#### ARTICLE IX – COMMITTEES AND ORGANIZATIONS

A. Elders

1. The Elders shall be nominated by the Pastor and elected at the annual business meeting. Elders shall be chosen strictly on spiritual qualifications and if a number less than 5 are available, elders shall not be chosen just to fill up the Board vacancies, but others of good spiritual character shall be chosen to fill the positions until an adequate number of elders are available.
2. Refer to C&MA Constitution and to local ministry description for qualifications and duties.

C. Deacons

1. The Deacons shall work in conjunction with the Deaconesses.
2. Refer to C&MA Constitution and to local ministry description for qualifications and duties.

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2. Refer to C&MA Constitution and to local ministry description for qualifications and duties.

C. Sunday School, Committee on Christian Education, Youth Council, Alliance Women, Alliance Men, Alliance Youth Fellowship, Missions Committee

1. Refer to C&MA Constitution and/or local ministry description for qualifications and duties.

B. Trustees

1. There shall be a minimum of three Trustees, with any increase in number being a multiple of three (six, nine, twelve, etc.)
2. Trustees will serve a three year term, with one third of the committee being elected (or re-elected) each year.
3. Each Trustee can serve two consecutive three year terms, and be re-elected after a year hiatus.

## ARTICLE X – MISSIONARY CONFERENCE

(Refer to C&MA Constitution)

## ARTICLE XI – NOMINATING COMMITTEE

- A. Two members of the Nominating Committee shall be elected in September at the regularly scheduled monthly meeting of the Governance Authority.

- B. Two members of the Nominating Committee for the coming year shall be elected by the congregation before October 1.

## ARTICLE XII – ELECTIONS

- A. All nominees elected to a position must receive a majority vote of the members present.
- B. When active membership is not adequate to fill all offices, the offices filled and the offices left open will be determined by the Governance Authority.

## ARTICLE XIII – REVERSION OF PROPERTY

Recognizing the purpose of the members of this congregation to support both the doctrines and the mission of The Christian and Missionary Alliance through the contributions of their tithes, offerings, and special gifts, and to ensure that the future use of such assets and real property as this church may from time to time acquire shall not be diverted from this purpose, this church adopts the following property reversion clause.

- A. **Property Reversion Events.** Any of the following shall constitute a “property reversion event”: (a) the decision or action of this church to disaffiliate or otherwise separate itself from The Christian and Missionary Alliance without the prior written approval of such decision or action by the District Executive Committee (or its equivalent) of the district in which this church is located, (b) the failure for any reason of this church to be subject to or abide by any of the purposes, usages, doctrines, or teachings of The Christian and Missionary Alliance, (c) the failure for any reason of this church to qualify as an “accredited church” of The Christian and Missionary Alliance (as such term is defined in the Bylaws of The Christian and Missionary Alliance), or (d) the termination of this church’s existence for any reason.
- B. **Determination of a Property Reversion Event.** The determination of whether a property reversion event has occurred shall be considered and decided by the District Executive Committee (or its equivalent) of the district of The Christian and Missionary Alliance in which this church is located in accordance with procedures established from time to time by the Board of Directors of The Christian and Missionary Alliance. The decision of such District Executive Committee (or its equivalent) shall be final and binding on The Christian and Missionary Alliance, the district of The Christian and Missionary Alliance in which this church is located, and this church, and may not be challenged by any party in the absence of fraud, collusion, or arbitrariness.
- C. **Consequences of a Property Reversion Event.** Upon the occurrence of a property reversion event as determined in accordance with item 2 above, legal title to all real and personal property (tangible and intangible), appurtenances, fixtures, and effects of whatever type then owned, held, or used by this church, without regard to how or

from whom acquired, shall, upon the demand of this district of The Christian and Missionary Alliance in which the church is located, revert to and become the property of such district of The Christian and Missionary Alliance. During the period of time between the occurrence of the property reversion event and the complete and final transfer of legal title to the district of The Christian and Missionary Alliance in which this church is located, this church shall hold such property in trust for such district to be used exclusively to further the purposes, usages, doctrines, and teachings of The Christian and Missionary Alliance.

- D. **Waiver of Certain Property Reversion Events.** In the event of a property reversion event attributable to differences in doctrine between this church and The Christian and Missionary Alliance, the property reversion process set forth above may be waived upon the approval of (a) at least two-thirds of the members in good standing of this church, (b) the District Executive Committee (or its equivalent) of the district of The Christian and Missionary Alliance in which this church is located, and (c) the Division of National Church Ministries of The Christian and Missionary Alliance.

#### ARTICLE XIV – BYLAWS

These bylaws may be amended by a two-thirds vote of the active members present at the annual business meeting or at any special meeting of the church called for this purpose. The written text of the proposed amendment(s) shall be mailed to each voting member and shall be placed in the church bulletin at least two Sundays prior to the meeting.

#### ARTICLE XV – AMENDMENTS

A bylaw may be waived only by a two-thirds vote of the voting membership in attendance at a duly and properly called congregational meeting.