

BYLAWS OF THE CHEYENNE ALLIANCE CHURCH

(As of November 2004)

Article I - Statement of Faith

1. The Cheyenne Alliance Church adheres to the statement of faith adopted by the General Council of the Christian & Missionary Alliance.
2. Mission Statement: Cheyenne Alliance Church exists to expand the Kingdom of God through the Great Commandment (Mk 12:30, 31) and the Great Commission (Mt 28: 19, 20).

Article II – Relationships

1. The Elder Board shall appoint lay delegates to the General Council for each General Council. The delegate(s) shall be certified by the Senior Pastor and reported to the proper authority upon request.
2. The Elder Board shall appoint lay delegates to the District Conference for each District Conference. The delegate(s) shall be certified by the Senior Pastor and reported to the proper authority upon request.

Article III –Membership

1. Application for membership will be submitted to the Elder Board for consideration. An applicant for membership must attend a membership class as prescribed by the Elder Board.
2. ACTIVE Members are those who have been received into membership publicly, either by letter of transfer or by confession of faith.
3. INACTIVE members not in good standing are those who have willingly absented themselves from the regular services and ministries of the church for a period of one year or more. Such persons will be dropped from membership after another year of absence. Those not willingly absenting themselves from regular ministries of the church shall include college students, hospitalized, shut-ins, missionaries, and military personnel stationed where there is no Alliance Church.
4. Any member who ceases to adhere to the Statement of Faith as set forth in Article I above shall be referred to the Committee on Discipline, as appointed by the Elder Board.

Article IV – Government

1. The Elder Board shall be the governance authority of the church as defined by the Uniform Constitution for the Christian & Missionary Alliance Church in the United States.
2. Elder Board meetings will be held monthly, at a time decided by each newly constituted Elder Board.
3. The Annual Meeting will be held on the Sunday before Thanksgiving for the purpose of electing officers, approving the annual budget, and conducting any other necessary business. An Annual Report will be distributed to the congregation by the end of January of the following year. A quorum for the Annual Meeting shall be all those members attending the Annual Meeting.

4. Lay delegates shall be elected by the Elder Board for attendance at the District Conference and the Annual Council. They must be members of the local church. The delegates selected shall be certified by the Senior Pastor and reported to the appropriate authority as required or requested.
5. No absentee votes will be authorized at any meeting calling for a vote of its members.
6. The church year shall be from January 1 through December 31.
7. Any duly called congregational meeting shall be announced in at least two regular Sunday Services prior to said meeting. The meeting may then be held on the third Sunday following the Sunday initial notice is given.
8. Robert's Rules of Order, Revised Edition, will prevail in all congregational business meetings.
9. The Nominating Committee shall nominate members for all offices in the church. The committee shall consist of the Senior Pastor, two members elected by, but not necessarily from, the Elder Board, and two members elected by the membership of the church at least one month prior to the annual meeting. Members of the Nominating Committee shall be members of the church and shall be elected by ballot at a regular or special meeting of the Elder Board or membership meeting. The membership shall elect by ballot from at least four nominees.
10. The Nominating Committee shall solicit from the congregation suggestions for all elected positions.
11. In regard to elections, all nominations from the floor, if allowed for the given position, shall have the prior consent of the nominee.
12. Members may recommend in writing to the Nominating Committee nominees for Elders. Nominations for Elder will not be permitted from the floor at the time of elections.

Article V - Elder Board

1. According to the C&MA Constitution, "The elders shall serve with the Senior Pastor in oversight of the spiritual ministry of the church." The Elder Board shall be the Church Governance Authority in all matters for the Church.
2. The Elder Board shall consist of all of the Pastors of the Church and a minimum of three Lay Elders.
3. The Lay Elders shall be members of the church and shall satisfy the scriptural standards for elders and church leadership.
4. Lay Elders will be elected to three-year terms unless shorter terms are needed to provide proper staggering as determined by the Elder Board. Vacancies on the Elder Board may be filled by appointment by the Elder Board until the next Annual Meeting.
5. The Senior Pastor will be the chairman of the Elder Board or, at his request; an Elder shall be elected as chairman by the Elder Board.

6. The Elder Board shall constitute the Committee of Membership.
7. The Elder Board shall be the Committee on Discipline in accordance with the Uniform Policy of Discipline and Appeal of the C&MA Church.
8. At Elder Board Meetings, a simple majority of the serving Elders shall constitute a quorum. The majority of the quorum of the Elder Board shall pass Church business.
9. The governance authority of the Church shall be the Elder Board. Their work shall be supplemented by a Board of Ministries.

Article VI - Board of Ministries

1. The Elder Board shall determine the responsibilities to be delegated, necessary levels of authority and matters of accountability for the Board of Ministries.
2. The Board of Ministries shall consist, at a minimum, of the following:
 - Senior Pastor or his designee from the Pastor Staff;
 - Church Secretary;
 - Church Treasurer;
 - One lay Elder as appointed by the Elder Board;
 - Two members elected at large during the annual meeting of the congregation; and
 - Others as appointed by the Elder Board from among the leadership of ministry areas of the church.
3. The maximum number of members shall be twelve.
4. Members of the Board of Ministries shall be active members of the local church in good standing. They shall agree with and adhere to any covenant for Board of Ministries members established by the Elder Board.
5. At Board of Ministries meetings, a simple majority of the serving members shall constitute a quorum. The majority of the quorum of the Board shall pass Church business.
6. The two members elected at large will be elected to two-year terms unless shorter terms are needed to provide proper staggering as determined by the Elder Board. The Elder Board may appoint someone to fill one of these positions should the position become vacant before expiration of the term.

Article VII - Pastoral Staff and Officers

1. The Pastoral Staff includes a Senior Pastor and such other pastors as are called by the Elder Board.
2. An annual review of the Church's financial obligation to the pastors will be accomplished prior to the Annual Meeting by the Elder Board.
3. In calling a Senior Pastor, the Elder Board will follow "A Guide to Candidating and Changing Pastorates in the Rocky Mountain District" or the then current guidance established for the Rocky Mountain District.

4. Pastoral interns will be approved by the Elder Board.
5. The Treasurer shall be elected to a two-year term. The Assistant Treasurer shall be elected to a two-year term. The term of the Assistant Treasurer shall stagger that of the Treasurer. The Treasurer shall fill the role of the Missionary Treasurer as necessary and there shall be no separate Missionary Treasurer for the Church.
6. The Secretary shall be elected to a two-year term.
7. The Elder Board shall approve position descriptions regarding Church positions including that of Secretary, Treasurer and Assistant Secretary as well as the Pastoral Staff. The Elder Board may delegate this approval authority to the Senior Pastor for all non-Senior Pastor Position descriptions.

Article VIII – Areas of Church Life

1. Coordinators of areas of church life will be appointed by the Elder Board upon the recommendation of the Pastoral Staff to serve until replaced by the Elder Board.
2. Ad Hoc committees may be appointed by the Elder Board as required during the church year.

Article IX – Property

1. In the event that an unamenable division arises within the membership of the church, the right to all property shall belong to that group adhering to the Constitution and Bylaws of the Christian and Missionary Alliance.

Article X – Committees and Organizations

1. Deacons and Deaconesses: The Elder Board may appoint or choose to have elected Deacons and Deaconesses to serve the Church. Any Deacons and Deaconesses shall have those duties and responsibilities assigned by the Elder Board and shall serve at the direction of the Pastor appointed over them by the Senior Pastor.
2. Missions Committee: The Elder Board shall appoint a Missions Committee of at least three members. The committee shall have those duties and responsibilities assigned by the Elder Board or the Senior Pastor and shall be a standing committee of the Church.

Article XI – Trustees

1. The Trustees Board shall consist of a minimum of five members or adherents of the local church.
2. Trustees are elected to serve two-year terms unless a one-year term is needed to stagger terms as determined by the Elder Board. Vacancies may be filled by appointment from the Elder Board until the next Annual Election.
3. Trustees shall elect a chairman at the first meeting after the annual elections.
4. The work of the Trustees shall be under the direction of the Senior Pastor or his designee and shall work with that individual in the planning and coordination of all work on the facilities.

Article XII – Elections

1. Those to be elected at an annual congregational meeting shall be: the Elders; the two “at-large”

members of the Board of Ministries; Trustees; Secretary; Treasurer, Assistant Treasurer and any other Church position the Elder Board requires be elected.

2. Any active member of the membership of the church may nominate any person for an elected position, except that of Elder, with that person's consent before or during the annual meeting. The nominated person must meet the criteria for the office they are nominated to fill. Only the Nominating Committee may nominate Elders for election.

Article XIII – Amendments

1. These bylaws may be amended by a two-thirds majority of the votes cast by the present members at any official congregational meeting of the Church including the Annual Meeting.