

BYLAWS OF THE CHEYENNE ALLIANCE CHURCH

(As of June 2010)

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. **See Addendum A**
2. Mission Statement: Cheyenne Alliance Church exists to expand the Kingdom of God through the Great Commandment (Love the Lord your God with all your heart and with all your soul and with all your mind and with all your strength. The second is this: 'Love your neighbor as your self. There is no commandment greater than these.'" Mark 12:30, 31) and the Great Commission (Therefore go and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, and teaching them to obey everything I have commanded you. And surely I am with you always, to the very end of the age.'" Matthew 28: 19, 20).

Article II – Representation to General Council and District Conference

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.
3. Lay delegates shall be elected by the Elder Board for attendance at the District Conference and the General 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.

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. Active members shall consist of those members who adhere to the conditions stated in the Constitution and Bylaws, and are regularly attending this church.
4. 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.

MEMBERSHIP LIST. The membership list shall be examined each year by the senior pastor and the other elders one month prior to the annual congregational meeting so that the church will have an updated membership list. After efforts have been made to contact inactive members as to their relationship to the church, the senior pastor and the other elders shall have the power to remove inactive members from the rolls who have exceeded the one-year mark or to extend the inactive status for another year. A letter shall be sent to the member concerned informing him/her of this action.

5. Any member who ceases to adhere to the Statement of Faith as set forth in Article I above shall be referred the Elder Board. **(See VII-7)**

Article IV – Ordinances

Baptism and the Lord’s Supper are recognized as the two ordinances of the church.

Believer’s 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 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 V – 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. The Elder Board shall oversee the church business between annual meetings and will seek to fulfill the goals as set forth by the membership and in consultation with the District Superintendent when appropriate.
3. Elder Board meetings will be held at least monthly, at a time decided by each newly constituted Elder Board.
4. The church year shall be from January 1 through December 31.
5. 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.
6. Robert’s Rules of Order, Revised Edition, will prevail in all congregational and Elder Board business meetings.

Article VI – Elections

1. Those to be elected at an annual congregational meeting shall be: the Elders; Trustees; Corporate 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.
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. No absentee votes will be authorized at any meeting calling for a vote of its members.
5. The Nominating Committee shall nominate members for all offices in the church at least one month prior to the annual meeting. 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. Members of the Nominating Committee shall be active 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.
6. The Nominating Committee shall solicit from the congregation suggestions for all elected positions.
7. In regard to elections, all nominations from the floor, if allowed for the given position, shall have the prior consent of the nominee.
8. 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.
9. Age of Voting – On general church matters in which no legal questions are involved, it is understood that all members in good and regular standing who have reached the age of sixteen (16) years are entitled to vote, but in matters involving titles of property or legal procedures the laws of the state determine the age at which members are eligible to vote.

Article VII - 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 at least the Senior Pastor 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. See addendum B

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. After serving two (2) terms an Elder will be required to take a one year break. In the event that there will be no returning elders we will carry over at least one elder with previous experience for a one year term.
5. The Senior Pastor shall 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. C& MA Constitution
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. C& MA Constitution
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 the Ministry Leadership Team.
10. The Sr. Pastor shall have authority to call an executive session with only the Sr. Pastor and lay elders present when discussing staff issues.

Article VIII – Ministry Leadership Team

1. The Elder Board shall determine the responsibilities to be delegated, necessary levels of authority and matters of accountability for the Ministry Leadership Team.
2. The Ministry Leadership Team shall consist, at a minimum, of the following:
 - Senior Pastor or his designee from the Pastor Staff;
 - One lay Elder as appointed by the Elder Board;
 - The Church Treasurer; and
 - Others as appointed by the Elder Board from among the leadership of ministry areas of the church.
3. Members of the Ministry Leadership Team shall be active members of the local church in good standing. They shall agree with and adhere to any covenant for Ministry Leadership Team members established by the Elder Board.
4. At Ministry Leadership Team meetings, a simple majority of the serving members shall constitute a quorum. The majority of the quorum of the Team shall conduct Church business.

Article IX - 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. 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 become members of this church. Pastoral staff include all those whose position calls for licensing as an “official worker,” as defined in the General Regulations in the Manual of The Christian and Missionary Alliance. Any member of the pastoral staff may resign from this church by giving due notice of this intention to the district superintendent and the governance authority. The governance authority may, in conjunction with the district superintendent, ask for the resignation of any member of the pastoral staff. Before such action is taken, the governance authority and that member shall follow the guidelines as prescribed by the district superintendent. The district superintendent, with the approval of the District Executive Committee, shall have the authority to remove or transfer a member of the pastoral staff when the governance authority is in disagreement or whenever circumstances make such removal or transfer advisable.
5. Pastoral interns will be approved by the Elder Board.
6. 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.
7. The Secretary of the Corporation shall be elected to a two-year term. The secretary shall keep the minutes of membership meetings and conduct the correspondence of this church as directed by the governance authority. The secretary shall attend and keep minutes of other meetings as specified by the local church bylaws.
8. 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 X – 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.
3. Background checks must be completed on all children and youth ministry volunteers as directed by the Board of Elders.

Article XI – 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 XII – 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 XIII – Trustees

1. 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.
2. The head Trustee must be a member of this church and the assistant Trustees may be members or adherents who are appointed or elected at the annual meeting. The Trustees shall consist of at least 5 members.
3. 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 XIV – 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.
2. Any proposed amendments must be available to the congregation for review at least one month in advance.

Addendum A

Statement of Faith

- (a) There is one God, who is infinitely perfect, existing eternally in three persons: Father, Son, and Holy Spirit. (Deuteronomy 6:4, Matthew 5:48, Matthew 28:19)
- (b) Jesus Christ is true God and true man. He was conceived by the Holy Spirit and born of the virgin Mary. He died upon the cross, the Just for the unjust, as a substitutionary sacrifice, and all who believe in Him are justified on the ground of His shed blood. He arose from the dead according to the Scriptures. He is now at the right hand of the Majesty on high as our great High Priest. He will come again to establish His Kingdom of righteousness and peace. (Philippians 2:6-11, Luke 1:36-38, 1 Peter 3:18, Hebrews 2:9, Romans 5:9, Acts 2:23-24, Hebrews 8:1, Matthew 26:64)

- (c) The Holy Spirit is a divine person, sent to indwell, guide, teach, empower the believer, and convince the world of sin, or righteousness, and of judgment. (John 14:15-18, John 16:13 and acts 1:8, John 16:7-11)
- (d) The Old and New Testaments, inerrant as originally given, were verbally inspired by God and are a complete revelation of His will for the salvation of men. They constitute the divine and only rule of Christian faith and practice. (2 Peter 1:20-21 and Timothy 3:15-16)
- (e) Man was originally created in the image and likeness of God: he fell through disobedience, incurring thereby both Physical and Spiritual death. All men are born with a sinful nature, are separated from the life of God, and can be saved only through the atoning work of the Lord Jesus Christ. The portion of the impenitent and unbelieving is existence forever in conscious torment; and that of the believer, in everlasting joy and bliss. (Genesis 1:27, Romans 3:23, I Corinthians 15:20-23, Revelation 21:8, Revelation 21:1-4)
- (f) Salvation has been provided through Jesus Christ for all men; and those who repent and believe in Him are born again of the Holy Spirit, receive the gift of eternal life, and become the children of God. (Titus 3:4-7)
- (g) It is the will of God that each believer should be filled with the Holy Spirit and be sanctified wholly, being separated from sin and the world and fully dedicated to the will of God, thereby receiving power for holy living and effective service. This is both a crisis and a progressive experience wrought in the life of the believer subsequent to conversion. (I Thessalonians 5:23, Acts 1:8, Romans 6:1-14)
- (h) Provision is made in the redemptive work of the Lord Jesus Christ for the healing of the mortal body. Prayer for the sick and anointing with oil are taught in the Scriptures and are privileges of the Church in this present age. (Matthew 8:16-17, James 5:13-16)
- (i) The Church consists of all those who believe on the Lord Jesus Christ, are redeemed through his blood, and are born again of the Holy Spirit. Christ is the Head of the Body, the Church, which has been commissioned by Him to go into all the world as a witness, preaching the gospel to all nations.

The local church is a body of believers in Christ who are joined together for the worship of God, for edification through the Word of God, for prayer, fellowship, the proclamation of the gospel, and observance of the ordinances of Baptism and the Lord's Supper. (Ephesians 1:22-23, Matthew 28:19-20, Acts 2:41-47)

- (j) There shall be a bodily resurrection of the just and of the unjust; for the former, a resurrection unto life; for the latter, a resurrection unto judgment.(1 Corinthians 15:20-23, John 5:28-29)
- (k) The Second Coming of the Lord Jesus Christ is imminent and will be personal, visible, and pre-millennial. This is the Believer's blessed hope and is a vital truth which is an incentive to holy living and faithful service. (Hebrews 10:37, Luke 21:27, Titus 2:11-14)

Addendum B

Biblical Requirements for Lay Elders

I Timothy 3:1-13 - Here is a trustworthy saying: If anyone sets his heart on being an overseer, he desires a noble task. Now the overseer must be above reproach, the husband of but one wife, temperate, self-controlled, respectable, hospitable, able to teach, not given to drunkenness, not violent but gentle, not quarrelsome, not a lover of money. He must manage his own family well and see that his children obey him with proper respect. (If anyone does not know how to manage his own family, how can he take care of God's church?) He must not be a recent convert, or he may become conceited and fall under the same judgment as the devil. He must also have a good reputation with outsiders, so that he will not fall into disgrace and into the devil's trap. Deacons, likewise, are to be men worthy of respect, sincere, not indulging in much wine, and not pursuing dishonest gain. They must keep hold of the deep truths of the faith with a clear conscience. They must first be tested; and then if there is nothing against them, let them serve as deacons. In the same way, their wives are to be women worthy of respect, not malicious talkers but temperate and trustworthy in everything. A deacon must be the husband of but one wife and must manage his children and his household well. Those who have served well gain an excellent standing and great assurance in their faith in Christ Jesus.

Titus 1:6-9 An elder must be blameless, the husband of but one wife, a man whose children believe and are not open to the charge of being wild and disobedient. Since an overseer is entrusted with God's work, he must be blameless—not overbearing, not quick-tempered, not given to drunkenness, not violent, not pursuing dishonest gain. Rather he must be hospitable, one who loves what is good, who is self-controlled, upright, holy and disciplined. He must hold firmly to the trustworthy message as it has been taught, so that he can encourage others by sound doctrine and refute those who oppose it.

I Peter 5:1-4 To the elders among you, I appeal as a fellow elder, a witness of Christ's sufferings and one who also will share in the glory to be revealed: Be shepherds of God's flock that is under your care, serving as overseers—not because you must, but because you are willing, as God wants you to be; not greedy for money, but eager to serve; not lording it over those entrusted to you, but being examples to the flock. And when the Chief Shepherd appears, you will receive the crown of glory that will never fade away.