

**NOTE:** *These sample Bylaws should be considered only as a guide. Bylaws must be consistent with the legal requirements of the jurisdiction in which a nonprofit corporation is incorporated. Additionally, some of these provisions are required by The General Council of the Assemblies of God or district council Bylaws but some are not. Therefore, it is recommended that you consult with a local attorney to review your Bylaws and to answer any questions.*

## RECOMMENDED BYLAWS for GENERAL COUNCIL AFFILIATED LOCAL CHURCHES CONTENTS

PREAMBLE .....	2
ARTICLE I. NAME .....	2
ARTICLE II. PURPOSE AND PREROGATIVES .....	2
ARTICLE III. AFFILIATION AND RELATIONSHIP .....	3
ARTICLE IV. PRINCIPLES FOR FELLOWSHIP .....	4
ARTICLE V. TENETS OF FAITH.....	4
ARTICLE VI. MEETINGS .....	8
Section 1. Order of Business .....	9
Section 2. Membership Meetings.....	9
Section 3. Board of Directors .....	10
ARTICLE VII. MEMBERSHIP .....	10
Section 1. Membership Responsibilities.....	10
Section 2. Active Voting Members .....	11
Section 3. Membership Process .....	11
Section 4. Nonvoting Members .....	11
Section 5. Honorary Members/Nonactive Members .....	11
Section 6. Review of Membership.....	11
Section 7. Transfer of Membership .....	12
Section 8. Inactive Status/Expulsion/Loss of Membership .....	12
ARTICLE VIII. CORPORATE MANAGEMENT .....	13
Section 1. Governance .....	13
Section 2. Leadership Team .....	13
Section 3. Board of Directors .....	13
Section 4. Officers .....	15
Section 5. Duties of the Lead Pastor/Corporate President .....	15
Section 6. The Lead Pastor .....	16
Section 7. Ministerial Staff/Associates (Pastors): .....	18
Section 8. The Vice President.....	18
Section 9. The Corporate Secretary.....	18
Section 10. The Treasurer .....	19
ARTICLE IX. DEPARTMENTS, TEAMS, AND COMMITTEES.....	20
ARTICLE X. COMPENSATION/REMUNERATION .....	20
ARTICLE XI. PROPERTY AND CONTRACTS.....	20
ARTICLE XII. DISSOLUTION.....	21
ARTICLE XIII. RECORDS.....	21
ARTICLE XIV. INDEMNIFICATION .....	21
ARTICLE XV. EMERGENCY POWERS .....	21
Section 1. Definition.....	21
Section 2. Circumstances .....	22
Section 3. Process Steps.....	22
ARTICLE XVI. AMENDMENTS .....	22

**BYLAWS  
FOR  
\_\_\_\_\_ (name of) \_\_\_\_\_ CHURCH**

***NOTE:** This document is formatted using MS Word heading paragraph styles to create a “clickable” Table of Contents, any edits to headings should follow the embedded paragraph style for said heading. Left clicking on the TOC will allow you to update page numbers.  
The Preamble can be used as is, or edited according to your own local church interests. It may make reference to your own beginnings as a church, mission statement, or core values.*

**PREAMBLE**

For the purpose of establishing and maintaining a place for the worship of Almighty God, our Heavenly Father; to provide for Christian fellowship for those who have made a profession of faith in and are following Jesus Christ; to assume our share of responsibility for evangelism and the privilege of propagating the gospel of Jesus Christ by all available means, both at home and in foreign lands; to train and equip fully developed disciples and followers of Jesus Christ, and to serve our community and minister with the love and compassion of Jesus Christ; we, whose names appear on the membership roster under the below date, do hereby recognize ourselves as a local, General Council affiliated church as defined in the corresponding The General Council of the Assemblies of God (USA) Constitution and Bylaws and Bylaws of the \_\_\_\_\_ (name of) \_\_\_\_\_ district/network in \_\_\_\_\_ (city) \_\_\_\_\_, \_\_\_\_\_ (state) \_\_\_\_\_, and declare that we hereby adopt the following articles as bylaws of church order and submit ourselves to be governed by them.

**ARTICLE I. NAME**

The name of this corporation, (hereinafter referred to as “church,” “this church,” or “the church”), is \_\_\_\_\_ (name of) \_\_\_\_\_, of the city of \_\_\_\_\_ (name of) \_\_\_\_\_, county of \_\_\_\_\_ (name of) \_\_\_\_\_, state of \_\_\_\_\_ (name of) \_\_\_\_\_.

**ARTICLE II. PURPOSE AND PREROGATIVES**

The purpose of this church shall be to:

- a. Encourage and promote the evangelization of the world.
- b. Establish and maintain the worship of God.
- c. Provide a basis of fellowship among fellow believers.
- d. Encourage and promote the spiritual growth and discipleship of believers.
- e. Serve the needs of the local community as feasible in any biblically aligned manner and respond to human need with ministries of service and compassion.
- f. Own, hold in trust, use, sell, convey, mortgage, lease, or otherwise acquire or dispose of such property (real or chattel) as may be needed for accomplishing the mission of the church.

## ARTICLE III. AFFILIATION AND RELATIONSHIP

**NOTE:** *Although this could be worded differently, having a statement of affiliation is a requirement for an Assemblies of God General Council affiliated church.*

This church recognizes that it is a mutually supporting member church of the \_\_\_\_\_ (name of) district/network, with headquarters at \_\_\_\_\_ (city) \_\_\_\_\_, \_\_\_\_\_ (state) \_\_\_\_\_, affiliated with The General Council of the Assemblies of God with national office at Springfield, Missouri, and agrees as a condition of affiliation to abide by the Constitution and Bylaws of each organization. This church further declares itself to be in full cooperative fellowship with all other churches that are affiliated with said district/network or the General Council and to share in the privileges and assume the responsibilities enjoined by this relationship.

In furtherance of the above relationship, this church will abide by the following:

1. Maintain an active voting membership of at least twenty (20) persons (unless granted an exception by the District/Network Presbytery as per General Presbytery policy).
2. Be able to sustain the requirement for an adequate number of spiritually qualified persons to fill the offices of the church as called for in The General Council of the Assemblies of God Constitution and Bylaws and/or applicable state nonprofit corporation laws.
3. Cooperate by every possible means in the extension of God's work and Kingdom throughout the world.
4. Support the missionary program agreed upon by the \_\_\_\_\_ (name of) \_\_\_\_\_ district/network and The General Council Assemblies of God World and U.S. Missions departments.
5. Participate in district/network and General Council sessions via duly chosen delegates.
6. Share in support of the district/network and the General Council.
7. Recognize that designated officials of the district/network shall have the right to be present at any Board of Directors or membership meeting of this church for whatever reason or purpose.
8. Invite the counsel of the district/network officers in the event of church difficulty or when changing pastors.
9. Recognize that partners/members are expected to resolve disputes with other partners/members or church leadership in a biblical manner, rather than in civil courts (1 Corinthians 6:1–11).
10. Recognize that any serious dispute between the pastor and the board shall require consultation with the \_\_\_\_\_ (name of) \_\_\_\_\_ district/network of the Assemblies of God executive leadership. They may offer counsel, mediation, and/or binding arbitration before a designated panel they shall appoint in lieu of seeking redress in the civil courts of this state or elsewhere.

11. Recognize that the \_\_\_\_\_ (name of) \_\_\_\_\_ district/network and/or the General Council shall have the right and authority to: (a) approve scriptural doctrine and polity; (b) disapprove unscriptural doctrine and polity, as stated in the General Council Constitution and Bylaws or District/Network Bylaws; and (c) withdraw its Certificate of Affiliation, if deemed necessary.

## ARTICLE IV. PRINCIPLES FOR FELLOWSHIP

This church shall as nearly as possible represent the body of Christ as described in the New Testament, recognizing the principles inherent in that body as also inherent in this fellowship, particularly the principles of unity, fellowship, cooperation, and equality.

***NOTE:** The following is a requirement for an Assemblies of God General Council affiliated church. You may want to adopt the AG 16 Statement of Fundamental Truths word for word, or merely state the fact that the church adopts the Assemblies of God 16 Statement of Fundamental Truths as its own Tenets of Faith. A third option is to incorporate the AG 16 Statement of Fundamental Truths by reference and also adopt your own faith statement that is not in conflict with the AG 16 Statement of Fundamental Truths. This could include other beliefs regarding sexuality, marriage, sanctity of human life, and other important religious beliefs.*

## ARTICLE V. STATEMENT OF FUNDAMENTAL TRUTHS

This church accepts the Bible as our all-sufficient rule for faith and practice. This church accepts The General Council of the Assemblies of God Statement of Fundamental Truths. The full statement is available at [www.ag.org](http://www.ag.org). This statement is intended simply as a basis of fellowship among us (i.e., that we all speak the same thing, 1 Corinthians 1:10; Acts 2:42). The phraseology employed in this statement is not inspired nor contended for, but the truth set forth is held to be essential to a full-gospel ministry. No claim is made that it contains all biblical truth, only that it covers our need regarding basic biblical doctrines.

### 1. The Scriptures Inspired

The Scriptures, both the Old and New Testaments, are verbally inspired of God and are the revelation of God to man, the infallible, authoritative rule of faith and conduct (2 Timothy 3:15–17; 1 Thessalonians 2:13; 2 Peter 1:21).

### 2. The One True God

The one true God has revealed Himself as the eternally self-existent “I AM,” the Creator of heaven and earth and the Redeemer of mankind. He has further revealed Himself as embodying the principles of relationship and association as Father, Son, and Holy Spirit (Deuteronomy 6:4; Isaiah 43:10–11; Matthew 28:19; Luke 3:22).

### The Adorable Godhead

#### (a) Terms Defined

The terms *trinity* and *persons*, as related to the godhead, while not found in the Scriptures, are words in harmony with Scripture, whereby we may convey to others our immediate understanding of the doctrine of Christ respecting the Being of God, as distinguished from “gods many and lords many.” We therefore may speak with propriety of the Lord our God, who is One Lord, as a Trinity or as one Being of three persons, and still be absolutely scriptural (examples, Matthew 28:19; 2 Corinthians 13:14; John 14:16–17).

**(b) Distinction and Relationship in the Godhead**

Christ taught a distinction of persons in the godhead which He expressed in specific terms of relationship, as Father, Son, and Holy Spirit, but that this distinction and relationship, as to its mode is inscrutable and incomprehensible, because unexplained (Luke 1:35; 1 Corinthians 1:24; Matthew 11:25–27; 28:19; 2 Corinthians 13:14; 1 John 1:3–4).

**(c) Unity of the One Being of Father, Son, and Holy Spirit**

Accordingly, therefore, there is **that** in the Father which constitutes Him **the Father** and not the Son; there is **that** in the Son which constitutes Him **the Son** and not the Father; and there is **that** in the Holy Spirit which constitutes Him **the Holy Spirit** and not either the Father or the Son. Wherefore, the Father is the Begetter; the Son is the Begotten; and the Holy Spirit is the One proceeding from the Father and the Son. Therefore, because these three persons in the godhead are in a state of unity, there is but one Lord God Almighty and His name one (John 1:18; 15:26; 17:11, 21; Zechariah 14:9).

**(d) Identity and Cooperation in the Godhead**

The Father, the Son, and the Holy Spirit are never **identical** as to **person**; nor **confused** as to **relation**; nor **divided** in respect to the godhead; nor **opposed** as to **cooperation**. The Son is **in** the Father and the Father is **in** the Son as to relationship. The Son is **with** the Father and the Father is **with** the Son, as to fellowship. The Father is not **from** the Son, but the Son is **from** the Father, as to authority. The Holy Spirit is from the Father and the Son proceeding, as to nature, relationship, cooperation, and authority. Hence, no person in the godhead either exists or works separately or independently of the others (John 5:17–30, 32, 37; 8:17–18).

**(e) The Title, Lord Jesus Christ**

The appellation *Lord Jesus Christ* is a proper name. It is never applied in the New Testament either to the Father or to the Holy Spirit. It therefore belongs exclusively to the **Son of God** (Romans 1:1–3, 7; 2 John 3).

**(f) The Lord Jesus Christ, God with Us**

The Lord Jesus Christ, as to His divine and eternal nature, is the proper and only Begotten of the Father, but as to His human nature, He is the proper Son of Man. He is, therefore, acknowledged to be both God and man; who because He is God and man, is “Immanuel,” God with us (Matthew 1:23; 1 John 4:2,10,14; Revelation 1:13,17).

**(g) The Title, Son of God**

Since the name *Immanuel* embraces both God and man, in the one person, our Lord Jesus Christ, it follows that the title *Son of God* describes His proper deity, and the title *Son of Man*, His proper humanity. Therefore, the title *Son of God* belongs to the **order of eternity**, and the title *Son of Man* to the **order of time** (Matthew 1:21–23; 2 John 3; 1 John 3:8; Hebrews 7:3; 1:1–13).

**(h) Transgression of the Doctrine of Christ**

Wherefore, it is a transgression of the doctrine of Christ to say that Jesus Christ derived the title *Son of God* solely from the fact of the Incarnation, or because of His relation to the economy of redemption. Therefore, to deny that the Father is a real and eternal Father, and that the Son is a real and eternal Son, is a denial of the distinction and relationship in the Being of God; a denial of the Father and the Son; and a displacement of the truth that Jesus Christ is come in the flesh (2 John 9; John 1:1–2, 14, 18, 29, 49; 1 John 2:22–23; 4:1–5; Hebrews 12:2).

### **(i) Exaltation of Jesus Christ as Lord**

The Son of God, our Lord Jesus Christ, having by Himself purged our sins, sat down on the right hand of the Majesty on high, angels and principalities and powers having been made subject unto Him. And having been made both Lord and Christ, He sent the Holy Spirit that we, in the name of Jesus, might bow our knees and confess that Jesus Christ is Lord to the glory of God the Father until the end, when the Son shall become subject to the Father that God may be all in all (Hebrews 1:3; 1 Peter 3:22; Acts 2:32–36; Romans 14:11; 1 Corinthians 15:24–28).

### **(j) Equal Honor to the Father and to the Son**

Wherefore, since the Father has delivered all judgment unto the Son, it is not only the **express duty** of all in heaven and on earth to bow the knee, but it is an **unspeakable joy** in the Holy Spirit to ascribe unto the Son all the attributes of deity, and to give Him all the honor and the glory contained in all the names and titles of the godhead except those which express relationship (see paragraphs b, c, and d), and thus honor the Son even as we honor the Father (John 5:22–23; 1 Peter 1:8; Revelation 5:6–14; Philippians 2:8–9; Revelation 7:9–10; 4:8–11).

## **3. The Deity of the Lord Jesus Christ**

The Lord Jesus Christ is the eternal Son of God. The Scriptures declare:

- a. His virgin birth (Matthew 1:23; Luke 1:31, 35).
- b. His sinless life (Hebrews 7:26; 1 Peter 2:22).
- c. His miracles (Acts 2:22; 10:38).
- d. His substitutionary work on the cross (1 Corinthians 15:3; 2 Corinthians 5:21).
- e. His bodily resurrection from the dead (Matthew 28:6; Luke 24:39; 1 Corinthians 15:4).
- f. His exaltation to the right hand of God (Acts 1:9,11; 2:33; Philippians 2:9–11; Hebrews 1:3).

## **4. The Fall of Man**

Man was created good and upright; for God said, “Let us make man in our image, after our likeness.” However, man by voluntary transgression fell and thereby incurred not only physical death but also spiritual death, which is separation from God (Genesis 1:26–27; 2:17; 3:6; Romans 5:12–19).

## **5. The Salvation of Man**

Man’s only hope of redemption is through the shed blood of Jesus Christ the Son of God.

**a. Conditions to Salvation.** Salvation is received through repentance toward God and faith toward the Lord Jesus Christ. By the washing of regeneration and renewing of the Holy Spirit, being justified by grace through faith, man becomes an heir of God according to the hope of eternal life (Luke 24:47; John 3:3; Romans 10:13–15; Ephesians 2:8; Titus 2:11; 3:5–7).

**b. The Evidences of Salvation.** The inward evidence of salvation is the direct witness of the Spirit (Romans 8:16). The outward evidence to all men is a life of righteousness and true holiness (Ephesians 4:24; Titus 2:12).

## **6. The Ordinances of the Church**

**a. Baptism in Water.** The ordinance of baptism by immersion is commanded in the Scriptures. All who repent and believe on Christ as Savior and Lord are to be baptized. Thus they declare to the world that they have died with Christ and that they also have been raised with Him to walk in newness of life (Matthew 28:19; Mark 16:16; Acts 10:47–48; Romans 6:4).

**b. Holy Communion.** The Lord’s Supper, consisting of the elements—bread and the fruit of the vine—is the symbol expressing our sharing the divine nature of our Lord Jesus Christ (2 Peter 1:4); a memorial of His suffering and death (1 Corinthians 11:26); and a prophecy of His second coming (1 Corinthians 11:26); and is enjoined on all believers “till He come!”

## **7. The Baptism in the Holy Spirit**

All believers are entitled to and should ardently expect and earnestly seek the promise of the Father, the baptism in the Holy Spirit and fire, according to the command of our Lord Jesus Christ. This was the normal experience of all in the early Christian church. With it comes the enduement of power for life and service, the bestowment of the gifts and their uses in the work of the ministry (Luke 24:49; Acts 1:4, 8; 1 Corinthians 12:1–31). This experience is distinct from and subsequent to the experience of the new birth (Acts 8:12–17; 10:44–46; 11:14–16; 15:7–9). With the baptism in the Holy Spirit come such experiences as an overflowing fullness of the Spirit (John 7:37–39; Acts 4:8), a deepened reverence for God (Acts 2:43; Hebrews 12:28), an intensified consecration to God and dedication to His work (Acts 2:42), and a more active love for Christ, for His Word, and for the lost (Mark 16:20).

## **8. The Initial Physical Evidence of the Baptism in the Holy Spirit**

The baptism of believers in the Holy Spirit is witnessed by the initial physical sign of speaking with other tongues as the Spirit of God gives them utterance (Acts 2:4). The speaking in tongues in this instance is the same in essence as the gift of tongues (1 Corinthians 12:4–10, 28), but different in purpose and use.

## **9. Sanctification**

Sanctification is an act of separation from that which is evil, and of dedication unto God (Romans 12:1–2; 1 Thessalonians 5:23; Hebrews 13:12). Scriptures teach a life of “holiness without which no man shall see the Lord” (Hebrews 12:14). By the power of the Holy Spirit we are able to obey the command: “Be ye holy, for I am holy” (1 Peter 1:15–16).

Sanctification is realized in the believer by recognizing his identification with Christ in His death and resurrection, and by faith reckoning daily upon the fact of that union, and by offering every faculty continually to the dominion of the Holy Spirit (Romans 6:1–11, 13; 8:1–2, 13; Galatians 2:20; Philippians 2:12–13; 1 Peter 1:5).

## **10. The Church and Its Mission**

The Church is the body of Christ, the habitation of God through the Spirit, with divine appointments for the fulfillment of her Great Commission. Each believer, born of the Spirit, is an integral part of the general assembly and church of the firstborn, which are written in heaven (Ephesians 1:22–23; 2:22; Hebrews 12:23).

Since God’s purpose concerning man is to seek and to save that which is lost, to be worshipped by man, to build a body of believers in the image of His Son, and to demonstrate His love and compassion for all the world, the priority reason for being of the Assemblies of God as part of the Church is:

- a. To be an agency of God for evangelizing the world (Acts 1:8; Matthew 28:19–20; Mark 16:15–16).
- b. To be a corporate body in which man may worship God (1 Corinthians 12:13).
- c. To be a channel of God’s purpose to build a body of saints being perfected in the image of His Son (Ephesians 4:11–16; 1 Corinthians 12:28; 14:12).
- d. To be a people who demonstrate God’s love and compassion for all the world (Psalm 112:9; Galatians 2:10; 6:10; James 1:27).

The Assemblies of God exists expressly to give continuing emphasis to this reason for being in the New Testament apostolic pattern by teaching and encouraging believers to be baptized in the Holy Spirit. This experience:

- a. Enables them to evangelize in the power of the Spirit with accompanying supernatural signs (Mark 16:15–20; Acts 4:29–31; Hebrews 2:3–4).
- b. Adds a necessary dimension to a worshipful relationship with God (1 Corinthians 2:10–16; 1 Corinthians 12–14).
- c. Enables them to respond to the full working of the Holy Spirit in expression of fruit and gifts and ministries as in New Testament times for the edifying of the body of Christ and care for the poor and needy of the world (Galatians 5:22–26; Matthew 25:37–40; Galatians 6:10; 1 Corinthians 14:12; Ephesians 4:11–12; 1 Corinthians 12:28; Colossians 1:29).

### **11. The Ministry**

A divinely called and scripturally ordained ministry has been provided by our Lord for the fourfold purpose of leading the Church in: (1) evangelization of the world (Mark 16:15–20), (2) worship of God (John 4:23–24), (3) building a Body of saints being perfected in the image of His Son (Ephesians 4:11, 16), and (4) meeting human need with ministries of love and compassion (Psalm 112:9; Galatians 2:10; 6:10; James 1:27).

### **12. Divine Healing**

Divine healing is an integral part of the gospel. Deliverance from sickness is provided for in the Atonement, and is the privilege of all believers (Isaiah 53:4–5; Matthew 8:16–17; James 5:14–16).

### **13. The Blessed Hope**

The resurrection of those who have fallen asleep in Christ and their translation together with those who are alive and remain unto the coming of the Lord is the imminent and blessed hope of the Church (1 Thessalonians 4:16–17; Romans 8:23; Titus 2:13; 1 Corinthians 15:51–52).

### **14. The Millennial Reign of Christ**

The second coming of Christ includes the rapture of the saints, which is our blessed hope, followed by the visible return of Christ with His saints to reign on the earth for one thousand years (Zechariah 14:5; Matthew 24:27, 30; Revelation 1:7; 19:11–14; 20:1–6). This millennial reign will bring the salvation of national Israel (Ezekiel 37:21–22; Zephaniah 3:19–20; Romans 11:26–27) and the establishment of universal peace (Isaiah 11:6–9; Psalm 72:3–8; Micah 4:3–4).

### **15. The Final Judgment**

There will be a final judgment in which the wicked dead will be raised and judged according to their works. Whosoever is not found written in the Book of Life, together with the devil and his angels, the beast and the false prophet, will be consigned to everlasting punishment in the lake which burneth with fire and brimstone, which is the second death (Matthew 25:46; Mark 9:43–48; Revelation 19:20; 20:11–15; 21:8).

### **16. The New Heavens and the New Earth**

“We, according to His promise, look for new heavens and a new earth, wherein dwelleth righteousness” (2 Peter 3:13; Revelation 21–22).



## ARTICLE VI. MEETINGS

**NOTE:** *State nonprofit corporate law may require an annual membership meeting. It is recommended that you check state requirements and edit accordingly, or keep this section as is, although the date is flexible. In addition, state law may regulate remote meetings and/or electronic notifications, voting, and procedures. Consult local legal counsel when needed.*

### Section 1. Order of Business

In order to expedite the work of the church business meetings and the Official Board meetings and to avoid confusion in deliberations, all meetings shall be governed by the accepted rules of parliamentary procedure in keeping with the spirit of Christian love and fellowship under the guidance of the Holy Spirit. The parliamentary authority shall be *Robert's Rules of Order* (the current edition), and it shall apply when it is not inconsistent with the Bylaws or any special rules of order that this church may adopt in the future.

### Section 2. Membership Meetings

- a. **Annual:** The annual meeting of the members of this corporation shall be held no later than the 31st day of March, in each year. Notice of said meeting shall be provided in printed or electronic format and made available to the voting membership not less than fourteen (14) nor more than fifty (50) days before the date of said annual meeting.
- b. **Special:** Special meetings of the members of this corporation may be called from time to time at the discretion of the pastor, the Board of Directors, or by petition listing 30 percent of the active voting members of this church. Notice of all special meetings shall be given by the secretary (officer on the Board of Directors) and shall state the purpose or purposes for which the meeting is to be called. Notice of said meeting shall be provided in printed or electronic format and made available to the voting membership not less than fourteen (14) nor more than fifty (50) days before the date of said business meeting. No other business shall be considered at any special meeting other than that described in said notice. Notice of all special meetings shall also be given in writing or e-notification to the district/network whenever the purpose of the meeting pertains to division, conflict, or pastoral leadership. When feasible, a district/network official or executive officer shall also chair any such meeting. Notice of all special meetings shall also be given in writing or e-notification to the district/network office. When feasible, a district/network official shall also chair any meeting called by petition of the members as stated above if the stated purpose is related to division, conflict, or pastoral leadership.
- c. **Voting Rights:** Each voting member shall be entitled to one vote. Voting by proxy or absentee ballot shall not be allowed. Voting rights shall be limited to those items specified in these Bylaws, or matters referred by the Board to the members for vote.
- d. **Quorum:** At least 30 percent of the active voting membership shall be present to constitute a quorum.  
**Note:** *(30 percent is a rule of thumb and may be changed at your discretion throughout this document for different meetings. Usually larger churches just specify "a quorum shall consist of all members present and voting at any duly called business meeting for things like the annual church business meeting, and perhaps a larger quorum required for board, committee, or team meetings.")*
- e. **Adoption:** Any action taken by the voting membership requires a \_\_\_\_\_ (majority, two-thirds, etc.) \_\_\_\_\_ vote at a meeting in which a quorum is present unless stated otherwise in the Articles of Incorporation, Constitution, or Bylaws.

### Section 3. Board of Directors

**Note:** *Every state's nonprofit code requires a nonprofit corporation to have a Board of Directors. You may wish to designate your deacons, elders, trustees, or other individuals as your Board of Directors.*

- a. **Regular:** The Official Board of this corporation shall hold regular monthly meetings (exceptions shall be mutually agreed upon by a majority of the directors because of holidays, schedules, etc.) and such special meetings as they shall deem necessary for the competent management of the affairs of the corporation.
- b. **Special:** Special meetings may be called as needed by the lead pastor or a majority of the directors, providing at least one day's notice to all directors. This period may be shortened by mutual consent. Meetings may be conducted in person or by conference call, video, or other electronic means, within the parameters of \_\_\_\_\_ (name of) \_\_\_\_\_ State nonprofit corporate law. Neither the business to be transacted at, nor the purpose of, any special meeting need be specified.
- c. **Quorum:** One-half of the members of the Official Board shall constitute a quorum.
- d. **Voting:** Any action taken by the Official Board requires a \_\_\_\_\_ (majority, two-thirds, etc.) \_\_\_\_\_, vote at a meeting in which a quorum is present unless stated otherwise in the Articles of Incorporation, Constitution, or Bylaws.
- e. **Notice and Consent:** The Board of Directors shall not meet without notification to the pastor and with his or her consent. The pastor shall preside at all meetings unless he or she appoints one of the other corporate officers or a staff pastor to act on his or her behalf

## ARTICLE VII. MEMBERSHIP

**NOTE:** *Members (partners, or whatever term you choose to use) must have "voting" rights—this is a requirement for General Council affiliated churches, and members must meet the standard of being a baptized follower of Christ, and in alignment with the church teachings. In addition, state nonprofit law may require that you specify the requirements for voting membership, and what items those members are entitled to vote upon.*

Membership in this church shall be open to all those who give evidence of their faith in the Lord Jesus Christ and who voluntarily subscribe to its tenets of faith and agree to be governed by its Bylaws as herein set forth.

### Section 1. Membership Responsibilities

- a. Pray regularly for the church and its leadership and ministries (Ephesians 6:18; 2 Thessalonians 1:11–12).
- b. Contribute to the life and health of the church by regularly attending services (in person or remotely), serving in ministries, and assisting in outreach efforts (Acts 1:8; Romans 12:3–8; Hebrews 10:24–25; 1 Peter 4:10).
- c. Support the church financially through tithes and offerings (1 Corinthians 16:2; 2 Corinthians 9:6–15).

- d. Participate in membership meetings to receive reports, vote on matters placed before the membership, and ratify or elect qualified individuals to serve (Acts 6:1–7).
- e. Protect the unity of the church by resolving disagreements, misunderstandings, and conflicts as outlined in the Scriptures (Mathew 18:15–17; 1 Corinthians 1:10).
- f. Familiarize themselves with the church’s spiritual vision, mission, values, Bylaws, policies, and procedures (Isaiah 30:8; Habakkuk 2:2).
- g. Fulfill other responsibilities specifically reserved for members in the Bylaws (Ecclesiastes 4:9–12).

## **Section 2. Active Voting Members**

All persons who qualify for membership shall constitute the legal voting membership of the church, providing they are living and eighteen (18) years of age or over, who are maintaining a consistent Christian testimony, who are in agreement with our tenets of faith, and who regularly attend (as determined by church board and/or policy) and financially support the church. **Note:** All pastoral staff and their spouses automatically receive voting member status.

## **Section 3. Membership Process**

Those seeking membership in this church shall make application by filling out an application for membership, interview with the pastor or a designated pastoral staff member, and approval by the Board of Directors. All details of such membership processes shall be part of the church policy, process, or operational manual, as approved by the Official Board.

## **Section 4. Nonvoting Members**

Nonvoting junior membership shall be available for persons sixteen (16) years or older who give evidence of the new birth, having received Christ as personal Savior, and who meet the qualifications for membership established by this church. Upon reaching the age of eighteen (18) years, nonvoting junior members shall automatically become voting members.

**NOTE:** *This section may be eliminated, edited, or included, at your discretion. Some churches have a tradition of junior membership, etc.*

## **Section 5. Honorary Members/Nonactive Members**

Honorary members shall consist of those members who have entered the ministry as Assemblies of God officials, pastors, evangelists, missionaries, religious educators, or those serving in the armed services, making it impossible to serve as active members. Honorary membership recognition shall continue as long as the member requests it and maintains a consistent Christian life, remains sound in doctrine, and maintains a cooperative attitude toward the home church. Voting privilege may be granted at the discretion of the Official Board.

## **Section 6. Review of Membership**

The membership roster shall be reviewed sixty (60) days prior to the annual business meeting. The pastor and the Board of Directors, working together, shall be authorized to revise the membership roll of the church annually, and to remove from the list of active members all names of those who have deceased during the year, together with the names of those who may have been removed from membership as noted in the following provisions.

## **Section 7. Transfer of Membership**

Members in good standing, who may wish to sever their relationship with the church, or who may desire to be transferred to some other congregation, may apply to the secretary with a letter, which shall be granted on the approval of the pastor and the Board of Directors. Said letter is to be signed by the pastor of the church.

## **Section 8. Inactive Status/Expulsion/Loss of Membership**

Members who shall, without good cause, absent themselves from the services of this church for three (3) consecutive months or more or who may be out of harmony with its teachings or who shall be under charges of misconduct or who may have fallen away from the faith, shall by implementation of the pastor and Official Board, and by action so stated in the minutes, be automatically placed on inactive membership status (in other words, become a nonvoting member) and shall lose any legal standing associated with membership until such time as the affected member's case has become final either by the member's own inaction, or if a review is initiated (by the member), after the case has been fully reviewed by the Official Board. Examples of the above reasons for being placed on inactive status include, but are not limited, to the following: (1) departure from the tenets of faith as delineated in Article V; (2) living a sinful life and refusing to change (Galatians 5:19–21; Ephesians 5:3–7; 2 Thessalonians 3:6,10); and (3) engaging in the disruption of fellowship by sowing discord among the brethren; showing a noncooperative attitude, persisting in gossip; or creating trouble in general (Proverbs 6:19; Romans 2:1–3; James 2:2–12).

- a. Notice of Inactive Status: Notice of inactive status and the reasons therefore shall be sent via certified mail to the affected member's last known address as noted in the church files or by electronic means. It shall be each member's responsibility to keep the church secretary notified of his or her current address and/or email address. Receipt of said notice shall be presumed on the third day following the letter being posted or email sent.
- b. Review: Membership in this church is an ecclesiastical matter and is subject to the biblical mandates reflected in this document. An individual placed on inactive status or removed from membership may ask for a review and be granted the opportunity to further explain (within seven days of notification) their reasons for inactivity or any other reason given by the Board of Directors for inactive status or removal from the membership roster. Such information shall be reviewed by the Board of Directors to render their decision in the matter, and such decision shall be final, without the right of appeal. The affected member has no right to legal action or the presence of an attorney during any review of membership.
- c. Removal: If reinstatement is not granted, the affected person shall immediately be removed from membership in this church and have no further right to appeal or redress in this church, the civil courts, or elsewhere.

## ARTICLE VIII. CORPORATE MANAGEMENT

### Section 1. Governance

Under the headship of Christ (Ephesians 1:22; Colossians 1:18), the leading of the Holy Spirit, the authority of Scripture (2 Timothy 3:16–17), and the directives of these bylaws, this church shall be autonomous and self-governing. The active membership shall be the final decision-making body in matters of governance except when certain powers, responsibilities, and doctrinal positions have been so delegated or entrusted to others through the Articles of Incorporation, Constitution, or Bylaws of this church, or the governing documents of The General Council of the Assemblies of God or the district/network.

### Section 2. Leadership Team

The Leadership Team of this church consists of the lead pastor, associate pastoral staff, support team, corporate officers, Board of Directors, and leaders from other ministry teams as may be implemented and active. The Leadership Team, under the direction of the lead pastor, shall establish and keep current the purposes, core values, vision, and mission of the church. The Board of Directors may establish organizational, operational, or policy manuals as needed to provide guidance to the Leadership Team in establishing processes for accomplishing the mission of the church.

### Section 3. Board of Directors

**NOTE:** *It is required by many state nonprofit corporate laws that you have a single, specified Board of Directors listing duties and responsibilities, and how they are selected, etc. We recommend that you do not list other boards or advisory groups within this document. As stated earlier, you may call your Board of Directors what you wish: elders, deacons, directors, or board members—all interchangeable terms, dependent upon your own church model and structure. Other Leadership Team details should be placed in organizational, policy, or operational manuals as stated in Article VIII. Section 1. Please contact your district/network secretary if you have questions about roles or names regarding this section.*

This church shall be governed by one Board of Directors which shall be known as the Official Board, Board of Directors, Board, or Board of Deacons.

- a. **Composition:** The Official Board shall consist of at minimum the officers (**or as required by state law**), with a minimum of three and maximum of seven, not including the president. **NOTE:** *Whatever number of directors the church decides on, keep in mind an uneven number helps prevent “tie” votes of the board. The president (lead pastor) chairs the meetings and does not vote except for to break a tie.*
- b. **Qualifications:** The Official Board shall be persons (male or female at birth, married or single) of mature Christian experience and knowledge, who shall be expected to meet the requirements as set forth in Acts 6 and 1 Timothy 3. They shall be at least twenty-one (21) years old, and with the exception of the lead pastor, have been voting members of this church at least one (1) year (twelve months). Official Board Members are expected to adhere to biblical standards of leadership. They are also expected to believe in and consistently practice tithing to the local church. **NOTE:** *The local church may include more specific requirements as long as they align with General Council requirements or guidelines for elders and deacons.*

- c. Nominations: A nominating committee of no less than three (3) persons and no more than five (5) shall be appointed by the Board and chaired by the pastor. Said committee shall present to the active voting members one (1) or more name(s) for any vacant director/officer position to be placed on the ballot at any annual or special meeting called for this purpose. Nominations shall not be permitted from the floor, and write-in votes will not be considered.

***NOTE:** Our observation is that one person to be nominated per vacant office may avoid divisive votes and make it easier to vet candidates willing to allow their name to stand without the threat of “winning” or “losing.” However, it is up to the local church to decide if you want this to say “one” or “more than one.” When only one person is nominated per position, that nominee is to be elected through ratification by the voting membership via a yes or no vote on the ballot for single persons thus nominated.*

- d. Election/Terms of Office: The person(s) thus nominated must receive a simple majority of yes votes cast for each vacant office to constitute ratification/election. Members of the Official Board shall serve for a period of three (3) years and shall be chosen by the voting members of this church in such a manner that the terms of at least one (1) member shall be ratified each year. Alternating the director selection process is to prevent reelection of all board members at the same time. A board member shall serve no more than three (3) consecutive terms followed by a required minimum one (1) year period prior to reelection to the Board.

e. Duties

- (1) The internal business affairs of this corporation shall be managed by its Board of Directors. Individual directors (board members), with the exception of the pastor, may also be referred to as deacons.
- (2) The Official Board shall be authorized to transact business for this church between annual membership meetings, except in those matters which require approval by the voting membership.
- (3) The Official Board shall be specifically responsible for overseeing the business activities of this corporation, including but not limited to the entering into of contracts, owning, holding in trust, using, selling, conveying, mortgaging, leasing, or otherwise acquiring or disposing of such property (both real and chattel) as may be needed for the prosecution of its work and consistent with Article XI of these Bylaws. They shall serve as trustees of the corporation and be responsible for maintenance of church buildings and equipment.
- (4) The Official Board shall act in an advisory capacity with the pastor in all matters pertaining to the church in its spiritual life. They may assist the pastor in ministry as needed or requested and as their own gifts and abilities allow. They may set policies and determine the means to facilitate ministry and fulfill the church’s mission, vision, purposes, and values.
- (5) Conflicts of Interest: Board members shall not be members of the paid pastoral staff. However, consideration may be given to credentialed Assemblies of God ministers who are also members of the church and not paid staff. Directors’ term of service shall not overlap that of an immediate family member serving on the Board or church staff. Whenever a director or officer has a financial or personal interest in any matter coming before the Board of Directors, the affected person shall (a) fully disclose the

- nature of the interest and (b) withdraw from discussion, lobbying, and voting on the matter. Any transaction or vote involving a potential conflict of interest shall be approved only when a majority of disinterested directors determine that it is in the best interest of the corporation to do so. The minutes of meetings at which such votes are taken shall record such disclosure, abstention, and rationale for approval.
- (6) The Official Board shall consider applications for church membership and make decisions with respect to receiving applicants into church membership.
  - (7) The Official Board is authorized to appoint such teams or committees as may be necessary for accomplishing the mission of the church. All teams or committees so appointed shall be amenable to and work under the supervision of the Official Board and pastor.
  - (8) To facilitate the ministry and mission of the church, the Official Board may establish such organizational, operational, or policy manuals as may be necessary, and may amend or edit such manuals at their discretion.
- f. Vacancy: In the event a vacancy occurs on the Official Board, they shall be empowered to appoint a successor to fill the unexpired term unless such vacancy occurs within thirty (30) days of the next annual or special business meeting of the voting members of the church.
  - g. Removal: With the exception of the pastor, any member of the Official Board (including officers) may be removed with or without cause after prayerful deliberation by a two-thirds vote of those members of the Board constituting a quorum at any meeting of the Official Board. Any director so removed shall have no right to appeal and a person may be appointed to replace the removed director as outlined in Bylaws Article VIII, Section 3, paragraph f. Vacancy above.

#### **Section 4. Officers**

- a. Officers of this corporation shall consist of a president (lead pastor), a vice president, a secretary, and a treasurer. Any two or more offices may be held by the same person except the offices of the president and the secretary. The pastor shall hold only one corporate office.
- b. All officers shall be members of the Board of Directors.

#### **Section 5. Duties of the Lead Pastor/Corporate President**

***NOTE: Changes to this section should only be made in consultation with the district/network secretary or designated official.***

- a. The pastor shall be considered as the spiritual overseer of the church, shall provide vision, and shall facilitate the mission of the church. The lead pastor shall not be amenable to the Board of Directors in these matters, although he or she is amenable to the district/network and The General Council of the Assemblies of God. The pastor shall, however, listen to advice given from the Board of Directors, relying on the Holy Spirit for guidance. In cases where there appears to be a conflict between the Board and lead pastor, either the Board of Directors or the lead pastor may appeal to the district/network for counsel, mediation, or intervention as may be specified in the current district/network Bylaws or policies.

- b. The lead pastor shall be the president of this corporation and shall act as chairman of all the business meetings of the church and of the Board of Directors.
- c. The lead pastor may be an ex officio member of all committees and departments.
- d. The lead pastor shall be authorized to perform any functions that may be customary for the offices that he or she holds or as may be directed by the church or the Board of Directors.
- e. The lead pastor shall provide for all the services of the church and shall give oversight to all events. No person shall be invited to speak or preach in the church without the lead pastor's approval.

### **Section 6. The Lead Pastor**

- a. Qualifications: The pastoral candidate shall be a credentialed minister, currently a member in good standing with The General Council of the Assemblies of God, and shall comply with the scriptural and Assemblies of God standards for the ministry (1 Timothy 3:2–7; Titus 1:6–9; 1 Peter 5:2–3).
- b. Election: Following an affirmative vote of the Pastoral Selection Committee to offer an official call to one candidate for the office of lead pastor, a special business meeting shall be called for the purpose of a vote by the membership on said pastoral candidate. A two-thirds affirmative vote at a meeting with a quorum present and which is called for the purpose of electing a pastor shall be required for election.
- c. Term of Office: The tenure of office for the pastor shall be indefinite duration or until removed, with annual review and conversation regarding the pastor's call, health, and performance between the pastor and Board.
- d. Vacancy: In the event of a vacancy in the pastorate, a pastor shall be selected in the following manner:
  - (1) The Board of Directors shall immediately contact the district/network for counsel and recommendations as to appropriate procedures and potential candidates. The church shall follow guidelines for selecting a pastor as may be published or recommended by the district/network. They shall coordinate with and be amenable to the district/network executive officers' recommendations regarding an interim pastor (who should agree not to be considered as a candidate). A Pastoral Search Committee may be selected to conduct the pastoral search or the Board of Directors may function in this capacity.
  - (2) Candidates who are not credentialed with The General Council of the Assemblies of God are unqualified and should not be given consideration by the Pastoral Search Committee. Any exception must be cleared with the district/network executive officers with a reasonable assurance that the person will qualify for credentials and go through the process for receiving such.
  - (3) One candidate shall be selected from those considered by at least a majority vote of the Pastoral Search Committee or Board of Directors, and asked to present his or her ministry to the congregation.
  - (4) Said candidate shall be elected as noted in Section 6, paragraph b of this Article.



- e. Resignation: It is recommended that the pastor give thirty (30) days or more notice of intent to resign. Resignations shall be submitted in writing to the official corporate Board, addressed to the corporate secretary. The letter of resignation should stipulate an intended effective date. The Board of Directors should take official action to receive and accept a letter of resignation, and in so doing should also confirm the effective date, along with any regrets, severance, compensation, details, or duties up to and/or beyond the effective date.
- f. Removal
- (1) Cause: Pastors may be removed for cause or by action of the voting membership [see Article VIII, Section 6, paragraph f, subparagraph (4)].
  - (2) Investigation: In the event charges based on grounds for cause are brought against the pastor, a preliminary investigation shall be conducted by the Board of Directors.
  - (3) Notice: If such charges indicate possible violations of doctrinal, sexual, moral, or ethical standards for an Assemblies of God minister, the board shall immediately notify the district/network executive officers who shall conduct an investigation and determine if the pastor is able to continue in office or should face disciplinary charges and notify the Board of Directors of such action in either case. If there does not appear to be immediate cause to contact the district/network, the Board of Directors shall determine the facts as best they can, recording the same. If allegations supporting the complaint are determined groundless, it shall be dismissed. In the event that facts supporting the complaint have some merit, the Board of Directors shall consult with the district/network for counsel, mediation, or intervention. A preliminary hearing shall then be conducted before the Board of Directors with a designated representative from the district/network presiding as chairperson. If the preliminary hearing reveals substantive issues and such issues could affect the minister's credentials, it becomes the responsibility of the district/network to further investigate, discipline, or resolve. Notice of the outcome of said investigation shall be made to the Official Board and may be conveyed to the church if circumstances so warrant, at the district/network executive officers' discretion.
  - (4) Dismissal: If the matters affecting the pastor's ability to lead are not based upon moral or ethical charges, but leadership or philosophical issues, the Board of Directors may ask for the lead pastor's resignation following a two-thirds majority vote of no confidence from the Board of Directors, following consultation with the district/network. In the event the lead pastor does not resign as requested and if there is no other apparent solution, the matter shall be referred to a hearing within fourteen (14) days before the active voting members of this church. Said meeting shall be chaired by a representative from the district/network. A two-thirds vote at a duly called meeting in which a quorum is present shall be required to dismiss a pastor and sustain the action of the Board of Directors. **Note**: Only those members actually present shall be entitled to cast a vote.

## **Section 7. Ministerial Staff/Associates (Pastors)**

*Note: It is important to note that other positions in the church, aside from those categorized under this section, may also have ministerial functions. It is recommended that all pastoral staff be credentialed with the Assemblies of God as stated in the qualifications below, but realize exceptions to this recommendation may exist, and vary from church to church.*

- a. Qualifications: Qualifications are the same as those required of the lead pastor listed in Article VIII, Section 6, of these Bylaws.
- b. Selection: All ministerial staff/associate pastor(s) shall be chosen by the pastor and ratified by the Board of Directors.
- c. Term of Office/Removal: Any ministerial staff/associate pastor(s) may be removed by the pastor at will. No ratification by the Board of Directors is necessary, nor does the ministerial staff/associate pastor(s) have any appeal.
- d. Resignation: Shall be governed in the same manner as that listed in Article VIII, Section 6, paragraph e, of these Bylaws governing resignation of the lead pastor.
- e. Membership: As noted in Article VII, Section 2 of these Bylaws, ministerial staff/associate pastor(s) are automatically voting members of the church.

## **Section 8. The Vice President**

- a. Election: The vice president of the corporation shall be selected annually by consensus from among the members of the Board of Directors during the first board meeting following the annual business meeting. His or her term of office shall be for one year.
- b. Duties
  - (1) The vice president, subject to this or any other provisions in these Bylaws, and any other corporate officer shall act in all business matters pertaining to the corporation and business affairs of the church in the absence of the president.
  - (2) The vice president shall never act as the spiritual leader of this church even in the president's absence.
  - (3) The vice president shall perform any other functions as may be customary or as may be directed by the church or the Board of Directors.
- c. Removal: The vice president may be removed from office pursuant to the process delineated in Article VIII, Section 3, paragraph g of these Bylaws.

## **Section 9. The Corporate Secretary**

- a. Election: The manner in which the corporate secretary is elected and his or her term of office shall be as delineated in Article VIII, Section 3, paragraph d above, of these Bylaws.

b. Duties

- (1) The corporate secretary's duties shall include keeping a true and accurate record of all business meetings of the church and the Board of Directors. The corporate secretary may personally fulfill the duties or delegate as agreed to by the Board of Directors.
- (2) The corporate secretary shall be custodian of all legal documents and shall be authorized to sign all official and legal documents, to conduct church correspondence where required, and to perform any other functions as are customary or as may be directed by the church or Board of Directors.

- c. Removal: The secretary may be removed from office pursuant to the process delineated in Article VIII, Section 3, paragraph g of these Bylaws.

**Section 10. The Treasurer**

- a. Election: The manner in which the treasurer is elected and his or her term of office shall be as delineated in Article VIII, Section 3, paragraph d of these Bylaws.

b. Duties

- (1) The treasurer's duties shall include being the overseer and custodian of all church funds which shall be deposited into bank accounts, following basic policies and principles of accounting for churches/nonprofits as designated by the Official Board. These accounting policies shall ensure compliance with IRS regulations governing nonprofit corporations which forbid operations for the benefit of private interests or inurement, such as the directors, officers, or other designated individuals.
- (2) The treasurer shall be authorized to sign checks or other legal monetary documents and make disposition of funds as may be required for the accurate conduct of church business under the supervision of the Board of Directors and consistent with this or any other provision of these Bylaws.
- (3) The treasurer shall give a financial report to the Board of Directors at its monthly meeting and to the church at its annual meeting.
- (4) The treasurer shall perform any other functions that may be customary or as may be directed by the church or the Board of Directors.
- (5) All the clerical duties of the treasurer may be delegated to others following consultation and consensus by the Board of Directors.

- c. Removal: The treasurer may be removed from office pursuant to the process delineated in Article VIII, Section 3, paragraph g of these Bylaws.

## ARTICLE IX. DEPARTMENTS, TEAMS, AND COMMITTEES

The Official Board shall appoint such departments, teams, and committees as is necessary to accomplish the mission of the church and manage its affairs. All such entities shall operate under the supervision of and be amenable to the Official Board. Additional guidance may be provided in organizational, operational, or policy manuals at the discretion of and with the oversight of the Official Board.

## ARTICLE X. COMPENSATION/REMUNERATION

The lead pastor and other persons who are supported in whole or part by this church shall have such compensation reviewed by the Official Board at least thirty (30) days prior to the commencement of this church's fiscal year.

## ARTICLE XI. PROPERTY AND CONTRACTS

All property, real or chattel, shall be held in the name of this corporation or the     (official name of district/network)     of the Assemblies of God.

### Section 1. Real Property

No real property of this church shall be purchased, sold, leased, mortgaged (does not apply to refinancing an existing mortgage or extension of lines of credit), or otherwise alienated without same having been authorized by at least a 60 percent vote of those active voting members present and voting at any annual or special meeting called for such purpose except those real property transactions amounting to less than 25 percent of the church annual operational budget.

***NOTE:** This figure and the one in Section 2 below may be modified as per church location, economics, etc.*

### Section 2. Personal Property

The Board of Directors shall have authority for all purchases and sale of personal property on behalf of the church in amounts up to 25 percent of the church annual operational budget. For situations involving larger transactions, authorization shall be by at least a 60 percent vote of those active voting members present at any annual or special meeting called for such purpose.

### Section 3. Contracts

The Official Board of Directors shall have authority to negotiate and sign all contracts on behalf of this church and may authorize the president or other directors or officers to do so in writing.

## ARTICLE XII. DISSOLUTION

**NOTE:** *Articles XII – XV should be altered only in consultation with the district/network secretary and treasurer.*

In the event that this corporation ceases to function as an Assemblies of God church (disaffiliation) or is dissolved for any reason, its assets shall be distributed to the (name of district/network) of the Assemblies of God, provided it qualifies at such time for exemption as an organization described in Section 501(c)(3) of the Internal Revenue Code of 1954, as amended, or a successor statute. In the event that the (name of district/network) does not so qualify, the assets of this corporation shall be distributed to The General Council of the Assemblies of God, provided it so qualifies as delineated above.

## ARTICLE XIII. RECORDS

**NOTE:** *Some states have “open records laws,” giving members the right to inspect organizational/church records. When a church is in such a state, consider including this article, and you may wish to consult with local legal counsel about the language used.*

The church shall, pursuant to the provisions of state law, maintain an open records policy for members. However, members’ right to access such records shall not include records containing personal information of a private nature about any specific individual. Such limitations include, but may not be limited to, minutes, ministerial, credential, and personnel files, identity numbers, disciplinary records, individual giving, or compensation records.

## ARTICLE XIV. INDEMNIFICATION

**NOTE:** *Some states include an indemnification clause for board directors in their nonprofit codes or laws. If so, you can use specific language from that law upon consultation with local legal counsel. Below is generic language:*

The corporation has the power to indemnify (including the power to advance expenses to) its directors, officers, employees, and agents made a party to a legal proceeding, as defined in local or state laws. However, no such indemnity shall indemnify any such director, officer, employee, or agent from or on account of: (1) acts or omissions of such director, officer, employee, or agent finally adjudged to be intentional misconduct or a knowing violation of law; or (2) any transaction with respect to which it was finally adjudged that such director, officer, employee, or agent personally received a benefit in money, property, or services to which such person was not legally entitled.

## ARTICLE XV. EMERGENCY POWERS

### Section 1. Definition

The members of this church recognize that times of national or local emergency may occur, making it impossible to fulfill all of the requirements of these Bylaws or the church’s Articles of Incorporation. Times of national, state, or local emergency may be called by the president of the United States or the governor of (name of state), or the local, regional, county, or city government due to natural disaster (earthquake, tidal wave, volcano, flood, storm, etc.), pandemic, war, civil unrest, or any seen or unseen emergency of significance.

## Section 2. Circumstances

In the event of any emergency as described in Section 1 above, making it impossible to conduct business or services as usual for this church, including any board or membership business meetings, the official Board of Directors, or remaining available members of the Board of Directors, shall be empowered to act as fiduciaries of this church to ensure the continuation of services and business in the most feasible, safe, legal, and prudent manner, as good stewards holding to biblical values as outlined in these Bylaws.

## Section 3. Process Steps

- a. Upon such an emergency declaration, making it impossible to conduct normal business or services as usual, and pursuant to applicable emergency powers or bylaws of (name of State) regarding emergency bylaws, the remaining active Board of Directors shall enact special emergency bylaws and powers as needed to accommodate such an emergency.
- b. By majority vote of the remaining Board of Directors, they shall be granted emergency power to draft and enact any emergency bylaw provision pursuant to the aforementioned state laws. These emergency bylaws may bypass any and all of the current church bylaws as needed in order to comply with all federal and state requirements and/or regulations pertaining to meetings or other accompanying standard operating procedure business of the church such as elections and meetings of any kind.
- c. These emergency bylaws and powers will empower the Board of Directors and members of this church to act in any legal, biblical, reasonable and prudent manner they deem necessary to conduct such business that may conflict with current church bylaw provisions or requirements, including, but not limited to normal business operations, providing for congregational services and community care, the suspension of an annual business meeting and/or other regular business until such a time as the current emergency is resolved and emergency measures are lifted.
- d. Once the emergency crisis is declared over by a declaration of the government and/or the church Board of Directors (after consulting with church legal counsel if possible), then standard operating procedures for this church's business and compliance with regular church bylaws and operations will resume.

## Article XVI. AMENDMENTS

Amendments to these Bylaws may be made at any annual or special meeting of the voting members of this church, provided notice of proposed amendments in written or electronic format has been made available to the membership no less than three (3) weeks prior to consideration. Such proposed amendments shall be adopted upon receiving a 60 percent vote of legal ballots cast by active members present. **Note:** Only those members present and whose names appear on the active membership roster shall have the right to cast a vote. Absentee ballots or voting by proxy shall not be accepted.

DATED this \_\_\_ day of \_\_\_\_\_, 20\_\_.

*For minutes of business meeting to approve:*

\_\_\_\_\_, 20\_\_ was the date of the meeting of the members at which these newly revised bylaws were adopted. A quorum was present at the meeting, and the bylaws received a \_\_\_\_\_ (number of percentage) \_\_\_\_\_ vote of those members present and entitled to vote.

(Name of Church)

By: \_\_\_\_\_

\_\_\_\_\_ (Name) \_\_\_\_\_, Lead Pastor

Board of Directors: (Print Names and Sign)

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It is suggested the newly revised Bylaws be presented to the congregation as a complete document, not a line by line, section by section revision of the current bylaws, unless only one or two amended changes are required. Before such a business meeting to adopt the bylaws, there should be at least one or perhaps two informational meetings of the congregation, where they have opportunity to hear the rationale for changes, and express any concerns. These meetings may inform the leadership about possible edits or additions to the document before it is finally presented to the congregation for an up or down vote (majority or two-thirds vote or other as specified in the current Bylaws required for amending the bylaws).

**Suggested Resolution:** (may be edited as needed) to be passed by the Church Board and presented to the congregation:

*WHEREAS*, recommended best practices for churches such as ABC Church require regular review of the Bylaws by legal counsel, the \_\_\_\_\_ (name of) \_\_\_\_\_ District/Network, and the ABC Church Board of Directors, and

*WHEREAS*, Article \_\_, Section \_\_\_\_\_ of the ABC Church Bylaws (or Articles of Incorporation or Constitution, whichever applies) provides that the Bylaws of said church may be amended by the affirmative vote of \_\_\_\_ (number of) \_\_\_\_\_ percent of the voting membership at any duly called business meeting for that purpose with appropriate notification of said meeting and publication of proposed amendments, and

*WHEREAS*, the Board of Directors has undertaken an extensive such review and found the need to make substantive required changes to the Bylaws of ABC Church, and

*WHEREAS*, required notification and publication will (or has) take place, Therefore be it

*RESOLVED*, that ABC Church Board of Directors recommend that the membership of ABC Church replace in its entirety the current Bylaws of ABC Church with the proposed Revised Bylaws of ABC Church (Exhibit A) by the prescribed vote of the membership at a duly called business meeting of the membership. And be it further

*RESOLVED*, that the ABC Church secretary hereby be authorized and directed, in the name and on behalf of the church, to immediately upon approval by the membership of ABC Church, to execute the Revised Bylaws of ABC Church and to maintain an executed copy with the corporate records of the church and for publication as needed to the membership.

Resolution passed by a vote of \_\_\_\_ (number of) \_\_\_\_\_ percent on \_\_\_\_\_ (date) \_\_\_\_\_.

(This page should be removed from draft or document presented to the congregation for approval.)