



THE GATEWAY
CHURCH

Constitution and Bylaws

Revisions approved by The Gateway Church members on 3/2/2014

**Gateway Church
Constitution and Bylaws
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1 **CONSTITUTION AND BYLAWS of THE GATEWAY CHURCH OF**
2 **THE ASSEMBLIES OF GOD**

3
4 For the purpose of establishing and maintaining a place for the worship of Almighty God, our Heavenly Father;
5 to provide for Christian fellowship for those of like precious faith, where the Holy Spirit may be honored
6 according to our distinctive testimony; to assume our share of responsibility and the privilege of propagating
7 the gospel of Jesus Christ, by all available means, both at home and in foreign lands; we, the members of this
8 assembly, do hereby recognize ourselves as a local assembly in fellowship with, and as a part of, the General
9 Council of the Assemblies of God, and the Michigan District Council of the Assemblies of God; and that we do
10 hereby adopt the following articles of church order and submit ourselves to be governed by them.

11 **ARTICLE I. NAME**

12
13 The name of this assembly shall be The Gateway Church of The Assemblies of God

14 **ARTICLE II. PREROGATIVES AND PURPOSES**

15
16 The prerogatives and purposes of a General Council affiliated assembly shall be:

17 **1. To Govern**

18 This assembly shall have the right to govern itself and to conduct its own affairs according to the standard of
19 the New Testament Scriptures and of the Michigan District Council and the General Council of the Assemblies
20 of God. This right shall specifically include such matters as the calling of a pastor, the election of the church
21 board, and the discipline of its members and the conducting of its own services and church program.

22 **2. To Acquire and Dispose**

23 In connection therewith, or incidental thereto, this assembly shall have the right to purchase or acquire by gift,
24 bequest or otherwise, either directly or as trustee, and to own, hold in trust, use, sell, convey, mortgage, lease,
25 or otherwise dispose of any real estate or chattels as may be necessary for the furtherance of its purposes,
26 and to exercise all other powers conferred upon it by its charter or by the applicable nonprofit corporation law
27 of this state; all in accordance with its bylaws as the same may be hereafter amended.

28 **3. To Worship, Fellowship, and Propagate**

29 The purpose of this assembly shall be to establish and maintain a place for the worship of Almighty God, our
30 Heavenly Father, to provide for Christian fellowship for those of like precious faith, where the Holy Spirit may
31 be honored according to our distinctive testimony, and to assume our share of responsibility and the privilege
32 of propagating the gospel of Jesus Christ by all available means, both at home and in foreign lands.

33 **4. To Cooperate**

34 This assembly shall cooperate with the District Council and the General Council to extend the work and
35 kingdom of God throughout the world. It shall support the missionary program as agreed upon. It shall
36 participate in District Council and General Council sessions through its chosen delegates and share in the
37 support of the ministries of these bodies.

38 **5. To Recognize**

39 This assembly shall recognize that the District Council and the General Council have the authority and right to
40 approve scriptural doctrine and conduct; also to disapprove unscriptural doctrine and conduct and to withdraw
41 their certificates of membership if deemed necessary. See Article IX of the Bylaws of The General Council of
42 the Assemblies of God.

ARTICLE III. AFFILIATION

While maintaining its inherent rights to sovereignty in the conduct of its own affairs as herein set forth, this assembly shall voluntarily enter into full cooperative fellowship with assemblies of like precious faith, associated in the Michigan District Council of the Assemblies of God, and the General Council of the Assemblies of God, with headquarters in Springfield, Missouri; and shall share in the privileges and assume the responsibilities enjoined by that affiliation. Officers of the District Council and General Council shall be recognized and respected by the pastor and members of this assembly.

As a member of the General Council, this assembly has the right to request the assistance of both the General Council and the District Council in dealing with any of its problems, upon the request of the pastor, or by majority of the church board. It is understood and agreed that this assembly shall conform its standards of membership, qualifications for deacons and elders, and requirements for a pastor to those standards set by the District Council and the General Council.

By its affiliation, the assembly—directors, officers, and members—agree that no provision of these Bylaws shall be inconsistent with the Constitution and Bylaws of both the Michigan District Council of the Assemblies of God and the General Council of the Assemblies of God as now in effect or hereafter amended.

ARTICLE IV. TENETS OF FAITH

The Bible is our all-sufficient rule for faith and practice. This Statement of Fundamental Truths 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 or 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 as to these fundamental 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 Ghost (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 Ghost, 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).

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

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

8
9 **(d) Identity and Cooperation in the Godhead**

10 The Father, the Son, and the Holy Ghost are never identical as to person; nor confused as to relation;
11 nor divided in respect to the Godhead; nor opposed as to cooperation. The Son is in the Father and
12 the Father is in the Son as to relationship. The Son is with the Father and the Father is with the Son,
13 as to fellowship. The Father is not from the Son, but the Son is from the Father, as to authority. The
14 Holy Ghost is from the Father and the Son proceeding, as to nature, relationship, cooperation, and
15 authority. Hence no person in the Godhead either exists or works separately or independently of the
16 others (John 5:17-30, 32, 37; 8:17, 18).

17
18 **(e) The Title, Lord Jesus Christ**

19 The appellation **Lord Jesus Christ** is a proper name. It is never applied in the New Testament either
20 to the Father or to the Holy Ghost. It therefore belongs exclusively to the **Son of God** (Romans 1:1-
21 3,7; 2 John 3).

22
23 **(f) The Lord Jesus Christ, God with us**

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

28
29 **(g) The Title, Son of God**

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

34
35 **(h) Transgression of the Doctrine of Christ**

36 Wherefore, it is a transgression of the doctrine of Christ to say that Jesus Christ derived the title *Son of*
37 *God* solely from the fact of the Incarnation, or because of His relation to the economy of redemption.
38 Therefore, to deny that the Father is a real and eternal Father, and that the Son is a real and eternal
39 Son, is a denial of the distinction and relationship in the Being of God; a denial of the Father and Son;
40 and a displacement of the truth that Jesus Christ is come in the flesh (2 John 9; John
41 1:1,2,14,18,29,49; 1 John 2:22,23; 4:1-5; Hebrews 12:2).

42
43 **(i) Exaltation of Jesus Christ as Lord**

44 The Son of God, our Lord Jesus Christ, having by himself purged our sins, sat down on the right hand
45 of the Majesty on high, angels and principalities and powers having been made subject unto Him. And
46 having been made both Lord and Christ, He sent the Holy Ghost that we, in the name of Jesus, might
47 bow our knees and confess that Jesus Christ is Lord to the glory of God the Father until the end, when
48 the Son shall become subject to the Father that God may be all in all (Hebrews 1:3; 1 Peter 3:22; Acts
49 2:32-36; Romans 14:11; 1Corinthians 15:24-28).

50
51 **(j) Equal Honor to the Father and to the Son**

52 Wherefore, since the Father has delivered all judgment unto the Son, it is not only the express duty of
53 all in heaven and on earth to bow the knee, but it is an unspeakable joy in the Holy Ghost to ascribe
54 unto the Son all the attributes of deity, and to give Him all the honor and the glory contained in all the
55 names and titles of the Godhead except those which express relationship (see paragraphs b, c, and

1 d), and thus honor the Son even as we honor the Father (John 5:22,23; 1 Peter 1:8; Revelation 5:6-
2 14; Philippians 2:8,9; Revelation 7:9,10; 4:8-11).
3

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

5
6 The Lord Jesus Christ is the eternal Son of God. The Scriptures declare:

7 (a) His virgin birth (Matthew 1:23; Luke 1:31,35).

8 (b) His sinless life (Hebrews 7:26; 1 Peter 2:22).

9 (c) His miracles (Acts 2:22; 10:38).

10 (d) His substitutionary work on the cross (1 Corinthians 15:3; 2 Corinthians 5:21).

11 (e) His bodily resurrection from the dead (Matthew 28:6; Luke 24:39; 1 Corinthians 15:4).

12 (f) His exaltation to the right hand of God (Acts 1:9,11; 2:33; Philippians 2:9-11; Hebrews 1:3).

13 **4. The Fall of Man**

14
15 Man was created good and upright; for God said, "Let us make man in our image, after our likeness."
16 However, man by voluntary transgression fell and thereby incurred not only physical death but also spiritual
17 death, which is separation from God (Genesis 1:26,27; 2:17; 3:6; Romans 5:12-19).

18 **5. The Salvation of Man**

19
20 Man's only hope of redemption is through the shed blood of Jesus Christ the Son of God.

21 **(a) Conditions to Salvation**

22
23 Salvation is received through repentance toward God and faith toward the Lord Jesus Christ. By the
24 washing of regeneration and renewing of the Holy Ghost, being justified by grace through faith, man
25 becomes an heir of God according to the hope of eternal life (Luke 24:47; John 3:3; Romans 10:13-15;
26 Ephesians 2:8; Titus 2:11; 3:5-7).
27

28 **(b) The Evidences of Salvation**

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

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

32 **(a) Baptism in Water**

33 The ordinance of baptism by immersion is commanded in the Scriptures. All who repent and believe
34 on Christ as Savior and Lord are to be baptized. Thus they declare to the world that they have died
35 with Christ and that they also have been raised with Him to walk in newness of life (Matthew 28:19;
36 Mark 16:16; Acts 10:47,48; Romans 6:4).
37

38 **(b) Holy Communion**

39 The Lord's Supper, consisting of the elements--bread and the fruit of the vine--is the symbol
40 expressing our sharing the divine nature of our Lord Jesus Christ (2 Peter 1:4); a memorial of His
41 suffering and death (1 Corinthians 11:26); and a prophecy of His second coming (1 Corinthians 11:26);
42 and is enjoined on all believers "till He come!"

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

44
45 All believers are entitled to and should ardently expect and earnestly seek the promise of the Father, the
46 baptism in the Holy Spirit and fire, according to the command of our Lord Jesus Christ. This was the normal
47 experience of all in the early Christian church. With it comes the endearment of power for life and service, the
48 bestowment of the gifts and their uses in the work of the ministry (Luke 24:49; Acts 1:4,8; 1 Corinthians 12:1-

1 31). This experience is distinct from and subsequent to the experience of the new birth (Acts 8:12-17; 10:44-
2 46; 11:14-16; 15:7-9). With the baptism in the Holy Spirit come such experiences as an overflowing fullness of
3 the Spirit (John 7:37-39; Acts 4:8), a deepened reverence for God (Acts 2:43; Hebrews 12:28), an intensified
4 consecration to God and dedication to His work (Acts 2:42), and a more active love for Christ, for His Word,
5 and for the lost (Mark 16:20).

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

7
8 The baptism of believers in the Holy Spirit is witnessed by the initial physical sign of speaking with other
9 tongues as the Spirit of God gives them utterance (Acts 2:4). The speaking in tongues in this instance is the
10 same in essence as the gift of tongues (1 Corinthians 12:4-10, 28), but different in purpose and use.

11 **9. Sanctification**

12
13 Sanctification is an act of separation from that which is evil, and of dedication unto God (Romans 12:1,2; 1
14 Thessalonians 5:23; Hebrews 13:12). Scriptures teach a life of "holiness without which no man shall see the
15 Lord" (Hebrews 12:14). By the power of the Holy Spirit we are able to obey the command: "Be ye holy, for I am
16 holy" (1 Peter 1:15,16). Sanctification is realized in the believer by recognizing his identification with Christ in
17 His death and resurrection, and by faith reckoning daily upon the fact of that union, and by offering every
18 faculty continually to the dominion of the Holy Spirit (Romans 6:1-11,13; 8:1,2,13; Galatians 2:20; Philippians
19 2:12,13; 1 Peter 1:5).

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

21
22 The Church is the body of Christ, the habitation of God through the Spirit, with divine appointments for the
23 fulfillment of her great commission. Each believer, born of the Spirit, is an integral part of the general assembly
24 and church of the firstborn, which are written in heaven (Ephesians 1:22,23; 2:22; Hebrews 12:23). Since
25 God's purpose concerning man is to seek and to save that which is lost, to be worshiped by man, and to build
26 a body of believers in the image of His Son, the priority reason-for-being of the Assemblies of God as part of
27 the Church is:

- 28
29 a. To be an agency of God for evangelizing the world (Acts 1:8; Matthew 28:19,20; Mark 16:15,16).
30 b. To be a corporate body in which man may worship God (1 Corinthians 12:13).
31 c. To be a channel of God's purpose to build a body of saints being perfected in the image of His Son
32 (Ephesians 4:11-16; 1 Corinthians 12:28; 14:12).
33

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

- 37 a. Enables them to evangelize in the power of the Spirit with accompanying supernatural signs (Mark
38 16:15-20; Acts 4:29-31; Hebrews 2:3,4).
39 b. Adds a necessary dimension to a worshipful relationship with God (1 Corinthians 2:10-16; 1
40 Corinthians 12-14).
41 c. Enables them to respond to the full working of the Holy Spirit in expression of fruit and gifts and
42 ministries as in New Testament times for the edifying of the body of Christ (Galatians 5:22-26; 1
43 Corinthians 14:12; Ephesians 4:11,12; 1 Corinthians 12:28; Colossians 1:29).

44 **11. The Ministry**

45
46 A divinely called and scripturally ordained ministry has been provided by our Lord for the threefold purpose of
47 leading the Church in: (1) evangelization of the world (Mark 16:15-20), (2) worship of God (John 4:23,24), and
48 (3) building a body of saints being perfected in the image of His Son (Ephesians 4:11,16).

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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 and 22).

ARTICLE V. ORDINANCES

Section 1. Baptism in Water

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

Section 2. Holy Communion

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

ARTICLE VI. MEMBERSHIP

Section 1. Membership Eligibility

Active voting membership in this assembly shall be open to all those who possess the following qualifications:
a. A testimony to an experience of the "new birth."
b. Having been baptized in water by immersion.

- c. Evidence of a consistent Christian life (Romans 6:4; 8:1-4; 13:13,14; Ephesians 4:17-32; 5:1,2,15; 1 John 1:6,7).
- d. An indication of a willingness to contribute regularly to the financial support of the church, following the example set in Malachi 3:6-18, of which he is to become a member.
- e. Acceptance of the Tenets of Faith as set forth in Article IV of these bylaws.
- f. Having reached at least 18 years of age.
- g. Having regularly attended services of, and supported, this assembly for a period of at least three consecutive months prior to the date of application for membership.
- h. Having completed the membership process set by the pastor and the church board.
- i. Agreement to being governed by the bylaws of this assembly, and of the Michigan District Council of the Assemblies of God, as both may be amended from time to time.

Section 2. Procedure for Membership Recognition

Those individuals eligible for membership who shall desire to become members of this church shall make written application to the church board. The church board shall have the right and authority to determine the eligibility and acceptability of all applicants for membership by majority vote. Those approved for membership by the church board shall be received into the church publicly at any of its regular services, and their names thereupon added to the church membership roll. No applicant for membership shall be accepted as a member within 30 days before an annual business meeting or within 10 days before a special business meeting.

Section 3. Pastor and Spouse

By virtue of office the pastor shall be considered an active voting member of the church during his tenure. The pastor's spouse shall become an active voting member simultaneously with the pastor, subject to section 9 of this Article VI. For the purposes of membership, this section shall apply to all ordained and/or credentialed associate pastoral staff, in good standing with the Michigan District of the Assemblies of God and their spouses.

Section 4. Transfer Members

A member in good standing of another Assemblies of God church, who satisfies the standards for membership eligibility specified in Section 1 of this Article VI (other than the attendance and support requirements), may apply for membership by submitting a letter of transfer to the church board secretary, from the pastor of the other assembly, upon the approval of a majority of the church board.

Section 5. Associate Members

The church board, at any regular or special meeting, may approve associate members by a majority vote. Eligibility for associate membership is available to any person who is a member in good standing of an Assemblies of God church in another community, who is in this community on a temporary basis, and who intends to return to his or her home church. Associate members shall be entitled to all the privileges of regular members, except that they shall not be eligible to vote and shall not be eligible for any of the offices described in Article VII of these bylaws.

Section 6. Honorary Members

The church board, at any regular or special meeting, may approve honorary members by a unanimous vote of the members present. Honorary membership is available to any member who has left the church indefinitely. Honorary membership recognition shall continue as long as the member maintains a consistent Christian life, remains sound in doctrine, and maintains a cooperative attitude toward the home assembly.

Section 7. Inactive Membership

Active voting members who shall without good cause absent themselves from the services of the assembly for a period of 3 consecutive months or more, or who cease to contribute of their means to its support for a period

1 of 3 consecutive months, may be declared inactive members by a majority vote of the church board, and
2 thereupon shall lose their voting privileges until they are restored to the fellowship, their standing to be settled
3 by action of the assembly through its church board.
4

5 Voting members who are on active deployment of Military Services, in the mission field or those members who
6 are pursuing academic studies through active enrollment in a college or university, which causes consecutive
7 absences, shall be considered to have Active Membership.

8 **Section 9. Discipline**

9 **A. Grounds**

10 Discipline is an exercise of scriptural authority for which the church is responsible (Matthew 16:19;
11 18:15-20; Luke 17:3; John 20:23; Acts 16:4; Ephesians 5:11; 1 Timothy 5:20; 2 Timothy 4:2; Hebrews
12 13:17). The purpose of discipline is to promote repentance and restoration through exposing sinful
13 behavior. It is to be redemptive in nature as well as corrective. Any member of the assembly is subject
14 to discipline on the basis of unscriptural conduct or doctrinal departure from the Tenets of Faith of this
15 assembly, as determined in the sole discretion of the church board.
16

17
18 The discipline of ministers who hold credentials with the Assemblies of God is administered by the
19 District Council and General Council of the Assemblies of God.
20

21 **B. Procedure**

22 The assembly will follow the disciplinary procedure set forth in Matthew 18:15-20. This procedure
23 consists generally of the following steps: (1) The pastor or a designated member of the church board
24 discusses the charges with the member in an effort to resolve the matter privately; (2) if the first step
25 does not resolve the matter, then the member shall meet with the pastor and church board or with a
26 designated committee of the church board in an effort to resolve the matter privately; (3) if the first or
27 second steps do not resolve the matter, then the member or the church board may submit the matter
28 to the membership of the assembly in a special business meeting called for that purpose. Only active
29 voting members of the church shall be permitted to attend such a special business meeting. The
30 decision of a majority of the voting members of the church shall be permitted to attend such a special
31 business meeting. The decision of a majority of the voting members present at such a meeting shall
32 be final. A member found guilty may be dismissed from membership in the church (Matthew 18:17).
33 However, lesser disciplinary sanctions may be imposed as appropriate, depending on the
34 circumstances of each case.
35

36 **C. Resignations**

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

40 **ARTICLE VII. GOVERNANCE**

41 **Section 1. The Church Board**

42 **A. In General**

43 The governance of this assembly shall be vested in the church board which shall consist of the pastor,
44 at least three but not more than seven deacons, and up to seven elders; to the extent that such
45 authority is not limited by district supervision as provided for under the bylaws of the District Council.
46
47

48 **B. Qualifications of Church Board Members**

49 See qualifications for pastors, deacons, and elders below.
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C. Duties of the Church Board

- (1) The church board shall have general charge and management of the affairs, funds, and property of the assembly. The church board shall have the authority to carry out the purposes of the assembly according to its charter and these bylaws.
- (2) The church board shall act in the examination of applications for membership and in the administration of discipline.
- (3) For so long as the church is temporarily without a pastor, the remaining members of the church board shall be empowered to select a temporary chairman of the church board.
- (4) The church board shall elect a secretary and treasurer from among its members.

D. Duties of Deacons

- (1) Deacons as caretakers of practical matters in the church shall advise on business transactions.
- (2) Deacons shall be custodians of the church property and provide for maintenance of the same.
- (3) Deacons shall seek to relieve the administrative and ministerial pressures on the pastor.
- (4) Deacons shall assume other duties as assigned by the pastor.

E. Duties of Elders

- (1) Elders shall give themselves to prayer and to direct involvement in the spiritual functions of the church.
- (2) Elders shall relieve some of the ministerial pressures on the pastor by being available to minister to the people, be available to counsel with the pastor in decisions on spiritual matters, and assist in the administering of the ordinances.
- (3) Elders shall receive and act upon grievances, and institute disciplinary measures according to Matthew 18.
- (4) Elders shall assume other duties as assigned by the pastor.

Section 2. Officer

A. In General

There shall be a president, secretary, and treasurer. The pastor, by virtue of office, shall be the president and chairman of the church board. The offices of secretary and treasurer may be held simultaneously by the same individual.

B. Qualifications

(1) Pastor
The pastor shall be in good standing with both The General Council of the Assemblies of God and the District Council, holding a current fellowship card.

(2) Secretary
The secretary shall be an active voting member of this assembly for at least 1 year immediately preceding election to office, and shall be a member of the church board.

(3) Treasurer
The treasurer shall be an active voting member of this assembly for at least 1 year immediately preceding election to office, and shall be a member of the church board.

C. Duties of Officers

(1) Pastor

- 1 (a) Shall be the spiritual overseer of the assembly and shall direct its activities.
2 (b) Shall be recognized as a member of the church board, president of the assembly, and shall act as
3 chairman of all the business meetings of the assembly and of the church board.
4 (c) Shall provide for all services of the assembly and shall specifically arrange for all special meetings,
5 conventions, and revival campaigns. No person shall be invited to speak or preach in the assembly
6 without his approval.
7 (d) Shall, as chairman of the church board, be chairman of the nominating committee for the selection
8 of deacon nominees. The pastor shall privately interview those nominated, ascertaining their eligibility
9 and availability to serve as deacons.
10 (e) Shall be an ex officio member of all committees.
11 (f) Shall present the annual budget for approval annually.

12
13 (2) *Secretary*
14

- 15 (a) Shall keep the minutes of the official meetings of the church board and of the annual and special
16 business meetings of the assembly.
17 (b) Shall keep a record of the membership of the assembly and perform any other clerical work
18 necessary to the proper discharge of his duties.
19 (c) Shall be a signatory to and custodian of all legal documents.
20 (d) Shall file such annual corporation reports with the secretary of state as may be required by state
21 law.
22 (e) Shall be the keeper of the church corporation seal.

23
24 (3) *Treasurer*
25

- 26 (a) Shall be entrusted with all the finances of the assembly, subject to the supervision of the church
27 board, and shall deposit all funds in federally insured accounts in the name of the assembly. All
28 checks issued on behalf of the church must be signed by the treasurer or the pastor and a designee
29 authorized by the church board.
30 (b) Shall keep an itemized account of receipts and disbursements, shall present a report for each
31 regular meeting of the church board, and shall present an annual report to the assembly in its annual
32 business meeting.
33 (c) Shall assist the assembly in acquiring and maintaining available tax exemptions under state and
34 local law.
35 (d) Shall provide a record of all identified giving to each donor at least annually.
36 (e) Shall be the custodian of all the financial records of the church.

37
38 **Section 3. Deacons**

39 There shall be three to seven deacons. The deacons shall be persons of mature Christian experience and
40 knowledge, who shall be expected to meet the requirements set forth in 1 Timothy 3 and Acts 6. Deacons
41 shall be at least 23 years old, and shall have been members of the assembly for at least one year.
42 They shall currently support the church with their tithes and offerings, have a cooperative spirit, and regularly
43 attend church services. They shall not hold ministerial credentials. They shall assist the pastor in practical or
44 business matters of the church under his authority, and serve as members of the church board.

45
46 **Section 4. Elders**

47 There shall be up to seven elders. The elders shall be persons of mature Christian experience and
48 knowledge, who shall be expected to meet the requirements set forth in 1 Timothy 3 and Titus 1. Elders shall
49 be at least 23 years old, and shall have been members of the assembly for at least one year. They shall
50 currently support the church with their tithes and offerings, have a cooperative spirit, and regularly attend church
51 services. They shall not hold ministerial credentials. They shall assist the pastor in the spiritual oversight of the
church under his authority, and serve as members of the church board.

52
53 **Section 5. Fiduciary Duties**

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

4 **Section 6. Temporary Church Board**

5
6 Should irreconcilable differences arise between the pastor and other members of the church board, destroying
7 the unity and the successful ministry of the local assembly, the District Executive Presbytery along with the
8 sectional presbyter (the investigating committee), upon request from the pastor or a majority of the church
9 board members, shall investigate such differences. After investigating the current situation, a committee may
10 declare the church under District supervision. The term "District supervision" means that the investigating
11 committee has the authority to (1) suspend the constitution and bylaws of the church, (2) suspend the church
12 board, (3) reclassify the church as a District Council affiliated church, and (4) appoint and establish a
13 temporary church board invested with the authority to manage both the secular and ecclesiastical affairs of the
14 church until such strife shall cease. If the pastor is also the sectional presbyter, the assistant sectional
15 presbyter shall be a member of the investigating committee in his place.
16

17 **ARTICLE VIII. ELECTIONS, VACANCIES, AND REMOVALS**

18 **Section 1. Election**

19 **A. Pastor**

20
21 (1) The pastor shall be nominated by the church board. Recommendations may be made to the church
22 board by any member of the assembly.
23

24 (2) A two-thirds majority vote of all votes cast shall be required to constitute an election. Where a
25 pastor succeeds himself, only a majority vote is necessary.
26

27 (3) In the event either the pastor or any other member or members of the assembly shall challenge the
28 validity of an election, the validity of the election shall be arbitrated by the District Executive
29 Presbytery, or any three persons of its choice, and its decision shall be final.
30

31 **B. Secretary**

32
33 The secretary shall be elected by the church board from among its members. The term of office shall
34 be one year, and the secretary may serve 3 consecutive 1 year terms followed by one year off before
35 serving a new term.
36

37 **C. Treasurer**

38
39 The treasurer shall be elected by the church board from among the active voting members of the
40 assembly. The term of office shall be 1 year, and the treasurer may serve 3 consecutive 1 year terms
41 followed by one year off before serving a new term.
42

43 **D. Deacons**

44
45 Deacons shall be nominated by a nominating committee appointed by the church board (see Article
46 VII, section 2C, paragraph [1][d]). The nominating committee shall recommend names to the
47 church board, which shall select one name per office to the membership for ratification
48 by a two-thirds majority vote of those active voting members present at an annual business
49 meeting of the assembly at which a ratification is to be conducted. Active voting members may
50 recommend deacon nominees to the nominating committee; however, nominations for deacon shall not
51 be accepted from the floor during any business meeting. In the event that ratification is not received, the
52 church board shall present for deacon at a subsequent business meeting until there is ratification.

53 Deacons shall be elected for a 3-year term, and shall hold office until the annual business meeting
. 1 at which their successor is ratified.

2 Deacons may not serve more than two consecutive 3-year terms. The terms of deacons shall be
3 staggered appropriately.
4

5 **E. Elders**

6 Elders shall be appointed by the pastor, who shall submit their names to the church board for
7 approval, who shall submit them to the membership for ratification by a two-thirds majority vote of the
8 members present. The elders shall be appointed for a 3-year term, on a rotating basis.
9

10 **Section 2. Vacancies and Removals**

11
12 **A. Pastor**

13 When a vacancy in the office of the pastor shall occur, a temporary replacement shall be arranged for
14 by the church board until a pastor shall be chosen as prescribed in Article VIII, section 1A. The
15 counsel of the district superintendent will be sought. When a pastor's credentials are withdrawn by the
16 District or General Council, the pastor's term of office shall be automatically terminated. In the event a
17 special business meeting is called by petition as provided in Article IX, Section 3, for the purpose of
18 considering the status of the pastor, a majority vote of all voting members present and voting shall be
19 required to remove a pastor from office before his term expires.
20

21
22 **B. Secretary and Treasurer**

23 The offices of secretary and treasurer shall be vacant upon the expiration of the term of office, or upon
24 the termination of the officer's active membership, whichever shall occur first.
25

26
27 **C. Deacons**

28 The office of deacon shall be vacant upon the expiration of the term of office, or upon the termination
29 of a deacon's active membership, whichever shall occur first.
30

31
32 **D. Elders**

33 The office of elder shall be vacant upon the expiration of the term of office, or upon the termination of an
34 elder's active membership, whichever shall occur first.
35

36
37 **E. In General**

38 Any office or position of leadership in the church (other than that of the pastor) may be terminated by a
39 majority vote of the active members present and voting at a special business meeting called for the
40 limited purpose of removal of such member from office or position of leadership which he holds.
41

42
43 **F. Filling Vacancies**

44 Any office or position of leadership in the church (other than that of pastor) may be filled by
45 appointment of the church board for the unexpired term.
46

1 **ARTICLE IX. MEETINGS**

2 **Section 1. Meetings for Worship**

3
4 Meetings for public worship shall be held on each Lord's Day and during the week as may be provided for
5 under direction of the pastor or the church board if there is no pastor.

6 **Section 2. Annual Business Meeting**

7
8 There shall be an annual business meeting of the assembly, at which time the election of officers shall take
9 place and the report of all officers shall be presented. This meeting shall be held on the 1st Sunday of March
10 each year. The time and place shall be announced by the pastor. Notice of the date, time, and place of each
11 annual business meeting shall be announced from the pulpit during morning worship services on each of the
12 two Sundays immediately preceding the date of the meeting.

13 **Section 3. Special Business Meetings**

14
15 Special business meetings of the assembly may be called by the pastor, or by a majority of the church board,
16 or by a petition signed by not less than twenty percent (20%) of the active voting members of the assembly.
17 Only those active voting members who have regularly attended services of, and supported, this assembly for a
18 period of at least 3 consecutive months prior to signing the petition shall be counted. Petitions pertaining to the
19 business affairs of the church shall be submitted to the pastor or the secretary of the church board. A petition
20 pertaining to the status of the pastor shall be directed to the district superintendent, who shall arrange for a
21 special business meeting of the assembly. No more than one petition on a given subject shall be recognized
22 in any 12-month period. Notice of the date, time, place, and purpose of each special business meeting shall be
23 announced from the pulpit during morning worship services on each of the two Sundays immediately
24 preceding the date of the meeting. No business other than that specified in the notice of meeting shall be
25 transacted at any special meeting of the assembly.

26 **Section 4. Parliamentary Order**

27
28 All business meetings of the church shall be governed by parliamentary procedure as set forth in the current
29 edition of *Robert's Rules of Order Revised*, in keeping with the spirit of Christian love and fellowship.
30

31 **Section 5. Voting Constituency**

32 **A. Qualifying of Voters**

33 The voting constituency at all business meetings of the assembly shall consist of all active voting
34 members who are present and who are 18 years of age or older (Article VI, Section 1).
35
36

37 **B. Transfer Members**

38 Transfer members shall have voting privileges after 30 days of transfer of membership (Article VI,
39 Section 4).
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41 **C. Members Under Process of Discipline**

42 No member under the process of discipline shall be entitled to a vote until the process is completed
43 (Article VI, Section 9).
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Section 6. Quorum

A quorum shall consist of all members present at any duly called business meeting.

Section 7. Order of Business

The regular order of business for the annual business meeting of this assembly shall include the following:

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- a. Worship
 - b. Reading and acceptance of previous minutes
 - c. Election of officers
 - d. Report and acceptance of treasurer report
 - e. Report of committees / ministries
 - f. Unfinished business
 - g. New business
 - h. Adjournment

Section 8. The Church Board

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The church board shall meet at regular intervals but, at a minimum semi monthly, or at the call of the pastor for the transaction of business for the assembly, time and place to be announced by the pastor. A majority of the church board members present shall constitute a quorum.

Section 9. Membership Roll

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The church board shall review the list of active voting members at least annually, at the regularly scheduled meeting of the church board immediately preceding the annual business meeting, and compile a current list of active voting members.

ARTICLE X. DEPARTMENTS

Section 1. In General

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This assembly shall create and maintain such departments and sub-organizations as may be necessary and advisable for the extension of its work including those mentioned in this Article. All such departments and organizations shall be subordinate to the assembly and shall contribute to the harmony and development of the whole. They shall be under the general supervision of the pastor and church board, and the pastor shall be an ex officio member of all committees or departments.

Section 2. Christian Education

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The Christian Education shall be considered as that department of the church which particularly provides for the teaching ministry of the church and the spiritual care of the church. The pastor shall have the right to appoint all teachers, and other workers of the Christian Education and, in consultation with the workers of the school, determine all policies and programs of the school.

Section 3. Student Ministries

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The young people of the assembly shall be organized into a student ministry as soon as their number is sufficient. The Middle and High School youth shall, conduct its own services, and plan its own activities, subject to the authority of the church through the pastor and the church board.

1 **Section 4. Men's and Women's Ministries**

2
3 There shall be a Men's and Women's Ministries Department(s) which shall be formed and made operable
4 under the supervision of the pastor and church board.
5
6

7 **ARTICLE XI. FINANCE**

8
9 **Section 1. In General**

10
11 All funds for the maintenance of the assembly shall be provided by the voluntary contributions, tithes, and
12 offerings of the members and friends of the organization. Offerings shall be accepted by the assembly at such
13 times and in such ways as agreed upon by the church board and shall be administered by the treasurer under
14 their direction (Malachi 3:10; Luke 6:38; 1 Corinthians 16:1,2; 2 Corinthians 9:6-8).
15

16 **Section 2. Handling of Offerings**

17
18 All offerings shall be counted by at least two authorized persons before the funds are removed from the church
19 building. An offering receipts form shall be signed by those counting the offering, with the form going to the
20 treasurer. A record shall be kept of all receipts and disbursements of the local assembly and of all individual
21 giving.
22

23 **Section 3. Pastoral Remuneration**

24 **A. Regular Remuneration**

25 The pastor shall be remunerated for his services by a salary or by other means agreed upon by the
26 church board and himself. The church board shall review the pastor's remuneration at least annually.
27
28

29 **B. Reimbursement for Expenses**

30 The pastor shall be given consideration by the church board for expenses incurred by his attendance
31 at District Councils, General Councils, and other District functions by reimbursement of such
32 reasonable expenses, or by an offering to help defray such expenses, according to the ability of the
33 church as determined by the church board. Any reimbursement for expenses will be made consistent
34 with the churches accountable reimbursement policy as approved by the church board and modified
35 from time to time.
36
37

38 **ARTICLE XII. PROPERTY**

39 **Section 1. Title**

40 All property of the assembly shall be deeded to the assembly and held in its name or, if required by law, to
41 trustees acting on behalf of the assembly and their successors in office. Should the assembly choose to do so,
42 it may request the Michigan District Council of the Assemblies of God to act as its trustee to hold title.
43

44 **Section 2. Purchases and Sales of Property**

45
46 All purchases of furnishings, equipment, and other items of tangible personal property, exceeding \$10,000 in
47 cost, and all purchases and sales of real property shall be authorized by a vote of at least two-thirds of the
48 voting membership who are in attendance at a regular or special meeting of the assembly.
49

1 **Section 3. Discontinuation of Church Services**

2
3 Should this assembly cease to maintain a weekly worship service for a period of 3 months under the direction
4 of a leader duly authorized by and in good standing with the District Council, it shall be dissolved and its
5 properties disposed of according to Article XII, section 4, of these bylaws.

6 **Section 4. Disaffiliation**

7
8 Title to all real property now owned or hereafter acquired by the assembly shall be held in trust as a place of
9 divine worship in full cooperative fellowship and affiliation with The General Council of the Assemblies of God,
10 Springfield, Missouri, and the Michigan District Council of the Assemblies of God. In the event that the
11 assembly shall be divided over doctrinal or any other issues, or shall vote to disaffiliate from the Assemblies of
12 God, all property of the assembly shall remain with those members, whatever their number, desiring continued
13 affiliation with the Assemblies of God and adhering to its Statement of Fundamental Truths. The determination
14 of which group of members desires continued affiliation with the Assemblies of God and adheres to its
15 Statement of Fundamental Truths shall be arbitrated by the District Presbytery of the Michigan District Council
16 of the Assemblies of God, and its decision shall be final and binding.

17 **Section 5. Dissolution**

18
19 Upon the dissolution of the assembly, none of its funds or assets shall be distributed to any pastor, officer,
20 deacon, trustee, or any other individual. The church board shall, after paying or making provision for the
21 payment of all of the liabilities of the assembly, dispose of all of the funds and assets of the assembly by
22 conveying the same to the Michigan District Council of the Assemblies of God, for the purposes of the
23 assembly, and provided that said District Council at the time qualifies as an exempt organization under section
24 501(c)(3) of the Internal Revenue Code of 1986 (or the corresponding provisions of any future United States
25 Internal Revenue Law). Any such funds or assets not so disposed of shall be disposed of by the Circuit Court
26 of the county in which the principal office of the corporation is then located, to such organization as said Court
27 shall determine which is organized and operated exclusively for religious purposes.

28 **ARTICLE XIII. ARBITRATION OF DISPUTES**

29
30 Inasmuch as the Scriptures require Christians to take their disputes to the saints and not to the civil courts (1
31 Corinthians 6:1-8), all disputes which may arise (1) between any member of this church and the church itself,
32 or (2) between any member of this church and any pastor, officer, director, employee, volunteer, or other
33 worker of this church, shall be resolved by binding arbitration if efforts to mediate or conciliate the dispute have
34 failed. Either party to the dispute may initiate the arbitration process by filing with the other party a written
35 request for arbitration within a reasonable time after the dispute has arisen and efforts to mediate or conciliate
36 have failed. In such a case, the member and the church shall each name an arbitrator, and the two so selected
37 shall name a third. All arbitrators must be born-again, Spirit-filled believers who are members of an Assemblies
38 of God church. The third arbitrator chosen by the other two shall disclose, before accepting the appointment,
39 any financial or personal interest in the outcome of the arbitration, and any existing or past financial,
40 professional, family, or social relationships which are likely to affect impartiality or which might reasonably
41 create an appearance of partiality or bias. Either of the parties to the arbitration, on the basis of such
42 disclosures, may disqualify such a candidate from serving as the third arbitrator. A third arbitrator who serves
43 without objection from either party has a continuing duty to disclose relationships or interests which may impair
44 his impartiality. Either party, regardless of the stage of the arbitration process, may on the basis of such
45 disclosures disqualify such a person from further participation. The arbitration process shall not proceed until
46 the third arbitrator is selected. The arbitrators shall appoint the time and place for the hearing and cause
47 notification to the parties to be served personally or by registered mail not less than 30 days before the
48 hearing. Appearance at the hearing waives such notice. The arbitrators may adjourn the hearing from time to
49 time as necessary and, on request of a party and for good cause or upon their own motion, may postpone the
50 hearing to a later date. The arbitrators may hear and determine the controversy upon the evidence produced
51 notwithstanding the failure of a party duly notified to appear. The parties are entitled to be heard, to present
52 evidence material to the controversy, and to cross-examine witnesses appearing at the hearing. The hearing

1 shall be conducted by all the arbitrators, but a majority of them may determine any question and render a final
2 award. If during the course of the hearing an arbitrator for any reason ceases to act, he shall be replaced in
3 the same manner in which he was originally selected. The arbitrators may in their absolute discretion admit as
4 evidence any affidavit or declaration concerning the matters in dispute, a copy thereof having been given at
5 least 5 days previously to the party against whom the same is offered, but the person whose evidence is so
6 taken shall be subject to cross-examination by such party. The arbitrators shall have the power to order and
7 direct what they shall deem necessary to be done by either of the parties relating to the matters in dispute.
8 Cost of the arbitration shall be determined and assessed by the arbitrators. Any submission of a dispute to
9 arbitration shall not be revoked by the death of any party to the dispute, and any award will be binding upon
10 such person's heirs and successors. The decision of the arbitrators shall be binding on both parties, and both
11 parties submit themselves to the personal jurisdiction of the civil courts in this state (including federal courts),
12 as well as the courts of any other state which may have jurisdiction over any dispute contemplated by this
13 Article, for the entry of a judgment confirming the arbitrators' award. The arbitration process is not a substitute
14 for any disciplinary process set forth in the constitution or bylaws of the church, and shall in no way affect the
15 authority of the church to investigate reports of misconduct, conduct hearings, or administer discipline. Any
16 matter not provided for herein shall be governed by the provisions of the Uniform Arbitration Act. If a dispute
17 may result in an award of monetary damages, then use of this arbitration procedure is conditioned of
18 acceptance of the procedure by the liability insurer of the church, and the insurer's agreement to honor any
19 arbitration award up to any applicable policy limits.

20 **ARTICLE XIV. AMENDMENTS**

21
22 The bylaws may be amended at any regular or special business meeting of the assembly by a majority vote of
23 the membership present, except as otherwise indicated herein. Articles III, XII, and XIV of these bylaws may
24 be amended only by the affirmative vote of 80 percent (80%) of the active voting members present at any
25 annual or special business meeting called for the purpose of amending these bylaws. Article IV of these
26 bylaws is not subject to amendment, except to conform to any amendments made to the Statement of
27 Fundamental Truths of the Assemblies of God.