

RockPointe Church Bylaws

Preamble

RockPointe Church is a member of The Christian and Missionary Alliance in Canada. As such, RockPointe Church is governed by the Local Church Constitution (which includes the denominational Statement of Faith), which has been adopted by the General Assembly of The Christian and Missionary Alliance in Canada. RockPointe Church may adopt additional bylaws and policies but in no case may these bylaws or policies contradict the provisions of the Local Church Constitution. Also, this member church shall operate in accordance with the Manual of The Christian and Missionary Alliance in Canada as amended from time to time. The Bylaws noted herein supplement the Local Church Constitution and where there is no mention of associated Bylaws within a specified Article, it is intended that there are no additional required RockPointe Church Bylaws relating to that Article of the Local Church Constitution.

Article 1 – Name

Bylaw 1-1 This church shall bear the name of RockPointe Church of The Christian and Missionary Alliance in Canada and may conduct its affairs under the name RockPointe Church (hereinafter referred to as “RPC”).

Article 2 – Purpose

Bylaw 2-1 Our purpose is to glorify God by proclaiming the good news of Jesus Christ and persuading men and women to become his disciples and dependable members of his Church.

Article 3 – Statement of Faith

Article 4 – Relationship

Article 5 – Ordinances

Article 6 – Membership

Bylaw 6-1 In addition to the qualifications set out in the Local Church Constitution, to be qualified for membership, a person must:

- be at least 18 years old, and
- have completed the membership course.

Bylaw 6-2 A person is no longer qualified to be a member if that person is determined, by the Board of Elders, to have ceased participating actively in the life of RPC for a period of at least 12 months.

Bylaw 6-3 Persons 16-17 years of age, who comply with the requirements of membership except as to age, may be approved as non-voting members who become voting members upon attaining 18 years of age.

Bylaw 6-4 Discipline of a member shall be the responsibility of the Board of Elders or its designate, and shall be in accordance with the “Discipline and Restoration Policy of Members of the Local Churches” adopted by The Christian and Missionary Alliance in Canada and any supplementary policies developed by the Board of Elders. It shall be a condition of membership that a person accept and comply with this policy.

Article 7 – Government

Bylaw 7-1 The fiscal year shall be from July 1 to June 30.

Bylaw 7-2 The Board of Elders shall set a date for the Annual General Meeting to be held before the end of the fourth month following the fiscal year end.

Bylaw 7-3 Motions can be processed at a duly called membership meeting or by mail ballot. Procedures for handling of mail ballots are developed and approved by the Board of Elders as required.

Bylaw 7-4 At all membership meetings, proxies will be allowed for members who are unable to attend. Proxies may be presented in facsimile, email or written form and forwarded to or presented to the Secretary at or before the meeting.

Bylaw 7-5 Membership meetings may be called by the Board of Elders, as necessary, or upon written request by a minimum of 25% of members.

Bylaw 7-6 Official notice of membership meetings or mail ballot informational meetings shall be given at the two preceding corporate services at each site. A description of the business items to be transacted shall be declared together with the announcement of the meeting.

Bylaw 7-7 A quorum for a duly called membership meeting shall consist of 1/3 of the membership. If a quorum for a meeting is not reached, the quorum for a subsequent duly called meeting with the same agenda shall be those members present. Members providing a properly executed proxy shall be considered as present for the purpose of quorum and voting.

Bylaw 7-8 A quorum for a mail ballot shall consist of the return, by the date specified, of 1/3 of the mail ballots distributed to the membership. If a quorum for a mail ballot is not reached, the quorum for a subsequent mail ballot on the same question shall consist of the mail ballots returned by the

date specified. In the event a mail ballot does not achieve a quorum, an additional information meeting is not required.

Bylaw 7-9 To be passed, motions require a simple majority of the ballots cast except where specifically stated in the by-laws or Local Church Constitution.

Article 8 – Board of Elders

Bylaw 8-1 The Board of Elders shall not exceed 12 members, including the Senior Pastor, and the Board of Elders shall annually determine the number of elders and advise the Nominating Committee in a timely manner. No more than 30% of the Board of Elders may be RPC staff or their spouses.

Bylaw 8-2 The position of Elder shall be for an elected term of two years. After serving two consecutive elected terms, an individual is not eligible for re-election for a period of one year. Should a mid-term vacancy occur on the Board, the Board of Elders may appoint a person to fill that vacancy until the next Annual General Meeting. The vacancy replacement term will not be considered an elected term.

Bylaw 8-3 The Board of Elders shall select a vice-chairman, secretary and treasurer from their members, in keeping with the constitution. The senior pastor, or a member of the Board appointed by him, shall be the chair.

Bylaw 8-4 The quorum for a meeting of the Board of Elders will be a simple majority of the total number of Elders elected or appointed to that Board including the Lead Pastor.

Bylaw 8-5 If a member of the Board of Elders is absent from three (3) consecutive meetings of the Board without due cause, the remaining members may declare the position vacant. The Board of Elders shall have authority to fill vacancies between annual meetings.

Bylaw 8-6 Subject to the limitations of the Local Church Constitution, the Board of Elders has the responsibility and authority to hire the Lead Pastor and the Lead Pastor has the authority to hire all other employees, according to RPC policies.

Bylaw 8-7 The Board of Elders shall be responsible for ensuring that all policies and procedures provide effective and consistent direction for the administration and operation of RPC. Any matter affecting the operation of the church not covered by the bylaws, constitution and policies and procedures will be the responsibility of the Board of Elders.

Bylaw 8-8 The church shall indemnify any Elder or Officer, former Elder or Officer, and their heirs and legal representatives, against all costs, charges and

expenses, including an amount paid to settle an action or satisfy a judgment, reasonably incurred by them in respect of any civil, criminal or administrative action or proceeding to which he/she is made a party by reason of being or having been an Elder or Officer of RPC, if:

- He/she acted honestly and in good faith with a view to the best interests of RPC; and
- in the case of a criminal or administrative action or proceeding that is enforced by a monetary penalty, he/she had reasonable grounds for believing that their conduct was lawful.

Nothing in this Bylaw shall limit the right of any person entitled to indemnity to claim indemnity apart from the provisions of this Bylaw.

Bylaw 8-9 RPC may purchase and maintain insurance for the benefit of any person referred to in Bylaw 8-8 against such liabilities and in such amounts as the Board of Elders may determine.

Bylaw 8-10 As provided within the Local Church Constitution, the membership has made provisions to allow women to serve on the Board of Elders.

Article 9 – Pastor and Licensed Workers

Article 10 – Organizations

Article 11 – Missions

Article 12 – Property and Records

Bylaw 12-1 Any purchase, sale, or improvement of real property in excess of \$250,000 must be approved by two thirds of the members present at a duly called membership meeting.

Bylaw 12-2 The Elders Board is authorized to implement and utilize a credit facility in the amount of no more than \$250,000 without prior approval of the membership.

Bylaw 12-3 The incurring of debt or other financial obligations in excess of \$250,000 must be approved by two thirds of the members present at a duly called membership meeting.

Bylaw 12-4 Authorization of expenditures shall be as follows:

- The Board of Elders must present an annual budget for membership approval.

- The Board of Elders may not authorize total further Ministry Fund expenditures during a fiscal year greater than 5% of the Ministry Fund budget without further membership approval.

Bylaw 12-5 The Board of Elders shall appoint an external accountant to prepare a report on the annual financial statements of RPC for each annual meeting. The Board of Elders is empowered to request either a review or an audit of the annual financial statements as deemed appropriate. The remuneration of the external accountant shall be approved by the Board of Elders.

Bylaw 12-6 Upon approval by the Board of Elders of a written request, a member may view specific RPC records in the presence of a member of the Board of Elders.

Article 13 – Nominating Committee

Bylaw 13-1 The Nominating Committee shall consist of the Senior Pastor and a minimum of four members, with equal representation from the Board, as elected by the Board of Elders, and the membership, as elected by the membership.

Bylaw 13-2 A nominee for the Board of Elders shall be encouraged to personally and prayerfully consider the qualification for elders found in 1 Timothy 3 and Titus 1. Nominees for the Board of Elders and for membership on the Nominating Committee will have their names posted for a period of at least three weeks prior to the annual meeting.

Bylaw 13-3 The Nominating Committee will, at least three weeks prior to its initial meeting, advise the membership that they may submit names, for consideration by the Nominating Committee, for the position of Elder. To be considered, the submission must be received by the Chair of the Nominating Committee by the deadline specified and include the following:

- name of the member who has been a member for at least one year prior to the date of the AGM;
- qualifications of the member; and
- signatures of at least five other members supporting the submission.

The Nominating Committee will consider the submission as part of their nomination process but is not required to include the submitted member as an Elder nominee.

Bylaw 13-4 Nominees for the Board of Elders shall have been members of RPC at least one year prior to the date of the next AGM.

Bylaw 13-5 The unanimous consent of the Nominating Committee shall be required before any nominee shall be presented to the membership.

Article 14 – Elections

Article 15 – Bylaws

Article 16 – Amendments

Bylaw 16-1 Bylaws may be amended at any duly called membership meeting if:

- the proposed amendments are posted for review at least two weeks prior to the meeting; and
- the amendments are approved by two-thirds of the members present.

The amendments become effective upon approval by the District Executive Committee.