

SAMPLE BYLAWS FOR ECR MISSIONARY CHURCHES
(Revised Date)

ARTICLE I – NAME

Name This church shall be known as the _____ of (City, State)

ARTICLE II – AFFILIATION

Affiliation This church is a member of the Missionary Church, Inc., a denomination with headquarters located at 3811 Vanguard Drive, Fort Wayne, Indiana 46809, and the Missionary Church East Central Region, located at 1509 W. Main St, Troy, OH 45373, and as such shares the privileges, benefits and responsibilities of such affiliation.

ARTICLE III – PURPOSE

Purpose *[Insert Church Purpose Statement here]*

ARTICLE IV – STATEMENT OF FAITH

Statement of Faith We acknowledge the Bible as the Word of God and its authority in matters of faith and practice. A complete statement of faith including other important matters related to the doctrine and practice may be found in the Constitution of the Missionary Church.

ARTICLE V – MEMBERSHIP

Qualifications Members of this church must be born again believers in Jesus Christ who exhibit genuine evidence of their salvation and who have been baptized subsequent to their confession of faith. A more detailed description of membership qualifications are set forth in Article XIII. C. of the Constitution of the Missionary Church.

Application Applicants for membership shall make application through the pastor using such forms as may be prepared and are available for that purpose.

Discipline The discipline of the church shall be carried out in agreement with Article XIII. C. 3 of the Constitution of the Missionary Church.

Transfer of Membership Members in good standing moving from one locality to another where there is a Missionary Church shall at their request be given letters of transfer. In case of

a pastor moving from one Missionary Church to another, the memberships of the pastor and such members of his family as accompany him and are members in good standing in the Missionary Church from which they move shall automatically transfer to the new church of which he becomes pastor.

ARTICLE VI – LOCAL CONFERENCE

Membership The local conference shall be composed of voting members of the local church. Such members must be at least sixteen years of age.

Fiscal Year The fiscal year shall be the calendar year unless the Regional Conference of which the church is a member establishes a specific regulation.

Business Meetings Local conference meetings shall be held at least once a year. The local church may decide upon the number of business meetings to be held each year. The public announcement of all regular meetings shall be made at least two Sundays in advance. If necessary, the date and hour of such meetings may be changed at least five days in advance of the publicized date.

Special meetings may be called by the regional director or the church board. Special meetings shall be announced at least seven days in advance by the local church board. Such meetings shall be held at the regular place of assembly.

Quorum and Eligibility A quorum shall consist of all eligible voting members present at any business meeting properly announced. No provision shall be made for proxy voting

Chairman and Secretary The chairman and secretary of the church shall act in their respective capacities at all business meetings. If the pastor is the chairman, the vice-chairman shall preside at all times when the congregation is considering pastoral relationships or the calling of a pastor.

ARTICLE VII – PASTOR

Pastoral Call In all cases the calling of a pastor shall be in accordance with the Constitution of the Missionary Church, Article XVI. E. and the bylaws of the Missionary Church East Central Region [Policy Manual IV. A.] The pastor shall be called to an indefinite term of service from an approved list of pastors provided by the Missionary Church East Central Region. A seventy-five percent (75%) majority of all votes cast by membership shall be required for a call.

Qualifications All pastors shall meet the biblical qualifications set forth in the Constitution of the Missionary Church, Article XVI. E. 2.

Duties A pastor shall be an example to the flock of God by keeping himself free from

all worldly entanglements and above reproach in all matters of conduct and finance. It shall be his duty to preach the Word and to exercise prayerful and diligent oversight of the church, watching for the souls thereof as one that must give account and to seek earnestly the salvation of the lost, that in all things he may be approved unto God. The pastor shall be responsible for the public services and the general promotion of church activities. He shall be an ex-officio member of all boards and committees.

Annual Review The church board shall complete an objective evaluation of the senior pastor and the church as a whole during the first quarter of each year. [Recommended evaluation forms may be downloaded from the Missionary Church East Central Region website.]

Tenure The tenure of the pastor's call shall be considered indefinite with the understanding that the pastor, church board, or regional director may call for a vote of continuance if deemed necessary. Any vote of continuance will follow the guidelines set forth in the Missionary Church ECR Policy Manual, Article IV. A. 3.

[Articles VIII-X are written to allow flexibility in the details of church governance. While Missionary Churches are always congregationally led, with officers elected from the church membership by the church membership, the particular structure a congregation chooses for its self-governance is left up to the individual church, in consultation with the East Central Region Bylaws Committee. Please make appropriate designations as to who will serve as an officer and who will serve on the church board (i.e. Executive Board; Elder Board, Deacon Board, etc.)]

ARTICLE VIII – OFFICERS

Officers The officers of each local church may be pastors, deacons, elders, Sunday school superintendent or Christian educator director, trustees, chairman if other than pastor, secretary and/or treasurer and other officers as may be needed. These officers shall be members of the local church. It is recommended that a vice-chairman be elected and that the chairman and vice-chairman hold these respective positions on the church board. In all cases where matters involving the pastor are under consideration and where the pastor is chairman, the vice-chairman shall preside.

ARTICLE IX – ELECTION OF OFFICERS

Nominating Committee It is recommended that the services of a Nominating Committee be used in all elections with the understanding that opportunity is always given for nominations by the electing body and that nominations shall be formally closed in keeping with parliamentary procedure.

Eligibility	The officers named in Article VIII shall be members in good standing of the Missionary Church. Members of the church board shall also be members of the church. All officers and church board members shall hold to sound doctrine as defined in the Constitution of the Missionary Church, Article IV. A. 1-6.
Time of Election	As a general rule it is recommended that elections be held annually. The major officers of the church shall be elected during the annual church business meeting. Other elections such as the Sunday School Superintendent, Missionary Youth Fellowship, etc., shall be held at such time as the local church may decide. All elections will be by simple majority unless specified by virtue of the selected office.
Limitation of Term of Office	It is recommended that wherever feasible a limitation be placed upon the number of years or terms that one individual may serve in any office consecutively. This is especially desirable in larger churches, thus providing more involvement and training opportunities for future service.
Termination	Should an officer not remain in good standing with the Missionary Church or is unable to fulfill their responsibilities as an officer, they will be asked to resign by the Church Board and/or taken in front of the church for discipline.
Vacancies	All vacancies in an elective office shall be filled by appointment by the church board and such appointees shall hold office until the next regular election is held.

ARTICLE X – DUTIES OF OFFICERS

Duties of the Chairman	The chairman shall preside at all meetings of the local conference. The vice-chairman shall preside in his absence.
Duties of the Secretary	It shall be the duty of the secretary to keep a faithful record of all business proceedings of the church and the church board, to maintain a register of the membership, to issue by authorization of the church board transfers of membership, to take care of correspondence as authorized by the local conference or church board, to record the minutes of all business meetings, and to serve in any other secretarial capacity when authorized by the church board.
Duties of the Treasurer	It shall be the duty of the treasurer to receive and hold all monies of the church except that from organizations in the church which have their own treasurers, to issue receipts when necessary, to pay all obligations regularly as directed by the church board, and to give a report to each local conference meeting or the church board as required.
Duties of Elders	The elders shall assist the pastor in the spiritual duties of the church, primarily in matters such as spiritual advice, leadership accountability, church discipline and making disciples.

Duties of Deacons The deacons shall assist the pastor in the spiritual duties of the church, provide the emblems for the Lord's Supper and administer the relief program of the church.

Duties of Trustees A chairman shall be elected in such manner as the local conference shall determine, and a secretary who shall keep an accurate record of all meetings. The trustees shall hold in trust the property and shall be responsible for its care and maintenance, unless other provisions are made for holding the property. They shall act for the church in connection with all legal matters. Where title to property is held by the local trustees they shall have the power to mortgage, encumber, sell and convey any real or personal property of the church and enter into all lawful contracts, in the name of and in behalf of the church when so directed and authorized by the local conference. It shall be their duty to see that all properties are kept in good repair. They shall make an annual report to the local conference.

ARTICLE XI – CHURCH BOARD

Membership The church board shall include the pastor and any of the following: chairman of the local conference, deacons or chairman of the board of deacons, elders or chairman of the board of elders, director of Christian education or the general Sunday school superintendent, chairman of the trustee board, church secretary, church treasurer and as many others as the local conference may decide. Members of the church board shall be members of the local church.

Officers of the Board It is recommended that the chairman and secretary of the local conference shall fill the same offices respectively on the church board.

Meetings The church board shall meet at least once each quarter. The pastor or the pastor and chairman (if the chairman is other than the pastor) shall in each case carefully prepare an agenda. The church board shall concern itself with the total ministry of the church and should share with the pastor the burden of evangelism and outreach. Special meetings may be called by the chairman or at the request of three members of the board.

Duties of the Church Board In addition to the duties outlined in the Constitution of the Missionary Church, it shall be the duty of the church board to arrange for all regular and special meetings of the church, to engage necessary workers for the same, to arrange for the examination of candidates for baptism and church membership, to have supervision of the discipline in the church, it being understood that in cases of dissatisfaction such matters may be referred to the church, to revise the church membership roll periodically, to approve the church budget and arrange for the support of the pastor and such other workers as may be engaged by the board, to approve budgets of auxiliary organizations which would be of a continuing nature, to have prayerful and diligent oversight of the church and its various

ministries, to make such recommendations to the church as may affect its general welfare, and to delegate as it may deem wise and necessary its authority to carry out any of the above outlined duties.

It shall be the further duty of the church board to appoint the Nominating Committee as may be provided for by the local conference. It shall appoint such sub-committees as may be needed to facilitate its functions, such as Auditing Committee, Budget Committee, etc.

The church board, exclusive of the pastor, shall represent the church in negotiating for a pastor in keeping with the Constitution of the Missionary Church and the East Central Region bylaws dealing with pastoral relations.

ARTICLE XII – DISSOLUTION / DISASSOCIATION

Dissolution In the event that it becomes necessary to dissolve _____ located within the Missionary Church East Central Region, the process outlined in Article VI of the Missionary Church East Central Region Bylaws [see also East Central Region Policy Manual V. A.] shall be followed in full by all parties.

Disassociation In the event that a church chooses to disassociate from the Missionary Church East Central Region, the process outlined in Article VI of the Missionary Church East Central Region Bylaws [see also East Central Region Policy Manual V. B.] shall be followed in full by all parties.

ARTICLE XIII – BYLAW COMPLIANCE / AMENDMENTS

Compliance Every effort has been made to keep this document in compliance with the Constitution of the Missionary Church, with headquarters in Ft. Wayne, IN and the Bylaws of the East Central Region of the Missionary Church, with its office in Troy, Ohio. If any section of this document is found to be in non-compliance with the Constitution of the Missionary Church, Inc. or the Bylaws of the East Central Region of the Missionary Church then that section is to be considered null and void and not a part of this document.

Amendments Bylaws may be amended by two-thirds majority vote at any regular or special meeting of the local conference, providing announcement has been made in advance of the proposed revisions.

Revised: 10-2014