



**BYLAWS FOR HOOD RIVER ALLIANCE CHURCH  
OF THE CHRISTIAN AND MISSIONARY ALLIANCE NW**

These Bylaws supplement the Uniform Constitution for Accredited Churches of [The Christian and Missionary Alliance](#), in keeping with the provisions of the Preamble which states: “This church can, in accordance with the Constitution and in a manner that is consistent with the Bylaws of The Christian and Missionary Alliance, formulate its bylaws so as to carry out its ministry appropriately and efficiently.”

**SECTION I: NAME**

- 1.1. This church shall bear the corporate name of Hood River Alliance Church of Hood River, Oregon of the Christian & Missionary Alliance, which has been organized exclusively for religious purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code. The name used by the church for business and advertising purposes shall be Hood River Alliance Church, referred hereinafter as HRAC. The Church maintains its principal office at 2650 Montello, Hood River, OR 97031. Changes to the corporate, or DBA, name can only occur by action of the Governing Authority (see Article VI).

**SECTION II: PURPOSE & MISSION**

- 2.1. Our **Mission** - To Be Fully Engaged in The Life and Mission of Jesus
- 2.2. Our **Vision** - To Be a Transformed Community That Loves God and Others
- 2.3. Our **Core Values** - Authenticity, Restoration, Community, Sacrifice
- 2.4. Our **Foundation** - Christ the Rock, Scripture the Guide, Love the Means

**SECTION III: RELATIONSHIP with THE CHRISTIAN AND  
MISSIONARY ALLIANCE DENOMINATION**

- 3.1. HRAC is an integral part of the Alliance NW, national, and worldwide fellowship of The Christian and Missionary Alliance and is united in governance, fellowship, and service in order to promote unity of faith in the fullness of Jesus Christ as Savior, Sanctifier, Healer, and Coming King, and to facilitate the spread of the gospel at home and abroad under the guidance of the Holy Spirit.

HRAC is organized and shall be operated exclusively as a member church under the authority of The Christian and Missionary Alliance, a church denomination that operates legally as a Colorado nonprofit corporation (the "C&MA").

These bylaws are intended to supplement the Official Constitution and Articles of Incorporation. Any provisions in these bylaws which may be found to be in conflict with the Official Manual or any subsequent revision of same, is hereby declared to be null and void and deleted from these bylaws, without requiring action by the church body.

- 3.2. **REVERSION:** All of the corporation's real and personal property shall be subject to the applicable property reversion provisions in Article 16 of the Uniform Constitution of Accredited Churches.
- 3.3. **DELEGATES:** Lay Delegate(s) may be appointed annually by the Governing Authority to the C&MA General Council and the Alliance NW annual conference.

#### **SECTION IV: COVENANT MEMBERSHIP IN HRAC**

- 4.1. **QUALIFICATION:** Qualifications for Membership (Junior & Covenant) shall consist of:
  - 4.1.1. Confession of faith in Jesus Christ and evidence of a life devoted to following Him.
  - 4.1.2. Agreement with the stated mission, vision, and values of HRAC.
  - 4.1.3. Completion of the Covenant Membership process and
  - 4.1.4. A commitment to abide by the church Membership Covenant.
  - 4.1.5. See the Christian Missionary Alliance Statement of Faith.
- 4.2. **MEMBERSHIP CLASSIFICATIONS**
  - 4.2.1. **Junior Member** - Under eighteen (18) and no voting rights.
  - 4.2.2. **Covenant Member** - ages eighteen (18) and over and eligible to vote in all church affairs.
  - 4.2.3. **Inactive Membership Roll** - This shall be composed of those who desire to retain their membership but for physical or other reasons are no longer attending. (Without vote)
    - 4.2.3.1. The Governing Team shall examine the membership roll at least sixty (60) days prior to the annual meeting of the church in order to determine those members not actively involved in the life of the congregation.

- 4.2.3.2. Those members who are found to have been habitually absent from the programs and services of the church for one year may be placed on the Inactive Membership Roll.
  - 4.2.3.3. The Governing Team shall send a written notice of such action to the member at the last known mailing address.
  - 4.2.3.4. Upon a return to active participation in the programs and services of the church, such persons may be restored to “Active Member” status by vote of the Governing Team, without need for public reinstatement.
- 4.3. **RESPONSIBILITY:** The responsibilities of Membership are: To pursue a Christ- like life, to protect the unity of the church; to share in the responsibility of the Church through prayer, service and financial support; and to regularly participate in the activities of the church.
- 4.4. **RIGHTS:** Every Covenant Member shall have the right to vote:
- 4.4.1. Affirm the recommendation of the Governing Team for calling a Lead Pastor.
  - 4.4.2. Affirm the recommendation of the Nominating Committee for calling the Governing Team members, both Elders and Members at Large.
  - 4.4.3. Affirm the annual budget.
  - 4.4.4. Elect two members of the nominating committee.
  - 4.4.5. Amend Articles of Incorporation when necessary.
  - 4.4.6. Adopt, amend or repeal Bylaws.
  - 4.4.7. Adopt or amend any merger agreement.
  - 4.4.8. Approve the acquisition or disposition of any real property that is valued at 10% of the annual budget.
  - 4.4.9. Approve improvements or additions to the real property that exceed 10 percent of the annual budget.
- 4.5. **APPROVAL:** The Governing Team, shall approve all applicants for Membership upon completion of the Membership process. Paid Pastoral Staff who are licensed for ministry in the Alliance NW and their spouse shall automatically be taken into Membership when hired, provided they meet the requirements and abide by the Membership Covenant.

- 4.6. **REMOVAL:** Persons who are no longer active in the life of the church may be removed from the Membership list by action of the Governing Team. The Governing Team may also dismiss persons from Membership if their conduct is not in accord with the Membership Covenant.
- 4.7. **CONFLICT RESOLUTION:** Members agree to abide by The Biblical procedures and principles for reconciliation in order to resolve all relational conflicts within the church. It is the responsibility of the believer to go promptly to another person when they have been offended, or when they have reason to believe that they may have done the offending. A full Biblical method for conflict resolution is outlined in [Matthew 5:23-24; 18:15-19](#); and [Ephesians 4:26-27](#).

## **SECTION V: ANNUAL MEETING**

- 5.1. **ANNUAL MEETING:** There shall be an annual meeting of the Covenant Members, at which time those Members shall receive ministry reports around the mission/vision of the church (including reports of the treasurer) affirm the Governing Team members presented by the nominating committee, and celebrate the work of Jesus through HRAC. It is understood that all Covenant Members in good standing and of 18 years of age and older are entitled to vote. This meeting constitutes the regular meeting of the corporation.
  - 5.1.1. The **AGENDA** for the annual meeting shall provide time for reports to be presented by the pastor(s), the Facilitator from the Governing Team, and, when desired, a representative of the deacons. The audit of the church's financial records as prescribed in the current HRAC policies and the presentation and approval of the church budget for the coming fiscal year shall also be included on the meeting's agenda.
  - 5.1.2. **TIME, DATE AND PLACE:** The Annual Meeting shall be held annually in January or at an alternate time and place to be fixed by the Governing Team. The congregants shall be reminded of the annual meeting via standard communication methods at least thirty (30) days prior to the scheduled meeting date. Announcements shall be made during the Sunday morning service(s) during the 3 Sundays prior to the meeting and on the day of the meeting. Any associated meeting materials shall be made available at least 2 weeks prior to the meeting. The Meeting will be held in the Church Building, or via an electronic platform if needed.
- 5.2. **SPECIAL MEETINGS:** The Governing Team or the Lead Pastor may call special meetings of the Membership. The purpose and notice of such meetings shall be verbally announced during the Sunday morning service(s) for at least two (2) Sundays

preceding the scheduled date and shall be communicated via standard communication methods (such as web postings, emails) commonly used by church leadership for ongoing communication with congregants.

- 5.3. **DECORUM:** New business not included in the agenda cannot be brought from the floor to the meeting unless there is more than 50% of the membership present. All business meetings shall be conducted in an orderly fashion in the spirit of [Robert's Rules Of Order](#) and governed by the Church Constitution and Bylaws. The Lead Pastor shall preside at all church special business meetings. In his absence, or at his request, the Facilitator of the Governing Team shall preside.
- 5.4. **QUORUM:** Those members present and voting at a meeting (annual or special) duly called and announced shall constitute a quorum of the Membership for the transaction of business. Voting by proxy is not permitted. A two-thirds ( $\frac{2}{3}$ ) majority is required for passage of all business.

## ***SECTION VI: Governing Team***

- 6.1. **GOVERNING Team:** The Governing Team shall be considered the Board of Directors for the purposes of all laws of incorporation of the State of Oregon. It shall exercise all other powers conferred by applicable laws. The Governing Team at HRAC shall be responsible for the affairs of the church between Annual Meetings.
- 6.2. **MEMBER QUALIFICATIONS:** All members of the Governing Team are expected to maintain a lifestyle in keeping with the spirit and intent set out in [1 Timothy 3:1-13](#) and [Titus 1:6-9](#)
- 6.3. **COMPOSITION:** Members of the Governing Team shall include the Lead Pastor and non-paid HRAC Covenant Members recognized as gifted and qualified to lead, and who have been serving in a ministry of the church. One additional Member of the Pastoral Staff (paid or non-paid) may serve as a non-voting participant upon request by the Lead Pastor.
  - 6.3.1. **NUMBER:** The number of Governing Team members shall be no less than 6 and no more than 8. The composition of the Governing Team members shall be a majority of Elders which include the Lead Pastor and the remaining as members at large, of which no less than two (2) must be women. The Governing Team will determine the number of members needed and communicate that to the Nominating Committee prior to the Annual Meeting.
  - 6.3.2. **ELDERS** - The Body of Elders are, with the lead Pastor, responsible for the spiritual leadership and shepherding of the church according to principles of servant-leadership found in [1 Peter 5:1-3](#). All Elders are members of the

Governing Team. Members who have apprenticed under an elder mentor, may be recommended and then affirmed by the Covenant Membership to serve as an Elder. Elders are responsible for: researching and studying theological and doctrinal issues and positions; creating and overseeing church discipline policies; taking point on the Lead Pastor annual assessment; and safeguarding the ecclesiastical functions in cooperation with the Lead Pastor. All such persons will be considered and chosen based upon the scriptural guidance of [Titus 1:5-9](#).

- 6.3.3. **AT LARGE MEMBERS:** They shall be considered for nomination based on spiritual maturity and giftedness and the needs of the church. Furthermore, each member must have been in good standing at HRAC for the year prior to serving on the Governing Team, and be a Covenant Member. All "at Large" members shall be actively serving in the broader ministry of HRAC. "At Large" members may be male or female.
- 6.3.4. **FACILITATOR:** A Governing Team Facilitator will be appointed by the Lead Pastor from the Governing Team membership and confirmed by two-thirds of the Governing Team. The Facilitator:
- 6.3.4.1. Works in concert with the Lead Pastor to set agenda for the Governing Team Meetings.
  - 6.3.4.2. Convenes and facilitates Governing Team meetings.
  - 6.3.4.3. Ensures that basic minutes of all membership meetings and Governing Team meetings are kept.
  - 6.3.4.4. Is the primary representative of HRAC to the Alliance NW District Superintendent when the Lead Pastor position is vacant.
- 6.3.5. **TREASURER:** A Financial Officer will be appointed by the Lead Pastor with the approval of the Governing Team. This person will be accountable to the Lead Pastor to ensure all monies of the church are handled according to Policy established by the Governing Team. This is a non-voting position.
- 6.4. **GOVERNING TEAM MEMBER REVIEW:** At any time, the Governing Team may review the service and/or life decisions of a Governing Team member to determine continued qualification and compatibility with the Vision of HRAC and the other Governing Team members. Removal of the Governing Team member under review requires a  $\frac{2}{3}$  majority decision of the other Governing Team members.
- 6.5. **GOVERNING TEAM TERM:** The initial term of service for any Governing Team Member is one (1) year beginning on the first day of the month following affirmation

from the Membership. Elected offices will generally begin on Feb 1st and run through the following January 31st. At the end of this first term, they will be evaluated for their effectiveness on the Governing Team and affirmed to future terms as follows:

- 6.5.1. Elder's additional terms shall be three (3) years. Elders may serve a maximum of two (2) additional consecutive terms (6 years, 7 total).
  - 6.5.2. Members at Large's additional terms shall be two (2) years. Members at Large may serve a maximum of three (3) consecutive terms (6 years, 7 total).
  - 6.5.3. Previous members are eligible for reelection or reappointment in the case of a vacancy on the Governing Team after a minimum of one year sabbatical. Returning Governing Team members are not subject to the initial term limit of one year.
  - 6.5.4. Every effort should be made to keep a rotation of Elders and Members at Large so that terms of service do not simultaneously expire more than one third ( $\frac{1}{3}$ ) of the Governing Team in one year.
- 6.6. **GOVERNANCE:** The Governing Team is entrusted by the Membership with the governance of the Church. The Governing Team will maintain policies that address the following areas (among others) as it serves HRAC:
- 6.6.1. **Ministry Outcomes:** Given the Biblical purposes for the local church the Governing Team champions the unique expression (or vision) of those purposes at HRAC. This unique expression (or vision) is expressed in specific ministry outcomes. The ministry outcomes are accompanied by an annual budget that is approved by the Governing Team. It is the responsibility of the Governing Team to protect and ensure ministry outcomes are being accomplished by the Lead Pastor through ministry leaders and staff.
  - 6.6.2. **The Governing Team Culture:** Addressing how the Governing Team makes decisions and how each member relates to and is accountable to the others.
  - 6.6.3. **Lead Pastor Expectations:** Specifying the Governing Team expectations for the Lead Pastor, the Governing Team means for evaluating the Lead Pastor against stated Ministry Outcomes, and the Governing Team standards and procedures for financial accountability. These limiting policies will describe those practices, activities, decisions and circumstances that would be unacceptable to the Board, even if they were to be effective.

- 6.6.4. Governing Team/Staff Relations: Specifies how the Governing Team delegates ministry to the Lead Pastor and monitors the outcomes of the ministry.
- 6.7. **QUORUM:** A quorum for the legal conduct of business shall be two-thirds ( $\frac{2}{3}$ ) of current Governing Team membership.
- 6.8. **VACANCIES:** The Governing Team may fill vacancies on the Governing Team as necessary by appointment until the next Annual Meeting. To complete an unexpired term thereafter, such interim Members must be recommended by the Nominating Committee and affirmed by vote by the Membership at the next Annual Meeting.
- 6.9. **MEMBERSHIP & CHURCH DISCIPLINE:** The Governing Team shall function as the Committee on Membership and shall have final responsibility for matters of discipline of church members... The Elders working on the Governing Team shall take the lead on issues involving disciplining church members. They will work in conjunction with the entire Governing Team
- 6.9.1. Discipline is to be balanced with the intent of restoration as in [Galatians 6:1](#) "Brethren, even if a man is caught in a trespass, you who are spiritual, restore such a one in a spirit of gentleness; each one looking to yourself, lest you too be tempted."
- 6.9.2. In case of fault between members, it is their responsibility to meet and resolve the offense in Christian love according to [Matthew 18:15](#). If this is not effective then [Matthew 18:16-17](#) should be followed. The elders will be involved as needed and as scripture requires.
- 6.9.3. When discipline is necessary, any offending member shall be dealt with individually by the Elders according to: [Galatians 6: 1-2, 1:6-9](#); [Matthew 18: 15-17](#); [1 Corinthians 5:1-13](#); [6:9-10](#); [12:12-27](#); and [Ephesians 5:21](#)..
- 6.9.4. Such discipline of members as may be deemed necessary, including but not limited to counseling, exhortation, suspension of membership or expulsion from membership, shall be solely the responsibility of the Governing Team, who shall initiate action at their discretion.
- 6.9.5. Although the Governing Team does not have authority over believers who are not church members, it may choose to lovingly correct or warn an offender.
- 6.10. **GOVERNING TEAM MEETINGS:** The Governing Team shall meet no less than nine times annually.



## **SECTION VII: NOMINATING COMMITTEE**

- 7.1. **COMPOSITION:** The Nominating Committee shall consist of 1) the Lead Pastor, 2) two Governing Team members selected by the Governing Team; and 3) two Members in good standing currently invested in HRAC ministries elected at the Annual Meeting.
- 7.2. **RESPONSIBILITIES:** Nominate individuals for the Governing Team to be presented for vote of affirmation by the Membership at the next Annual Meeting/Celebration.
- 7.3. **VACANCIES:** The Governing Team may fill vacancies that arise on the Nominating Committee with a  $\frac{2}{3}$  vote approval.
- 7.4. **FINAL SELECTION:** The nomination process shall be completed and nominations communicated at least two (2) Sundays prior to the annual business meeting. The communication shall include:
  - 7.4.1. Positions to be filled;
  - 7.4.2. Names of persons currently filling those positions;
  - 7.4.3. Name(s) of nominee(s) for each position;

## **SECTION VIII: LEAD PASTOR AND OTHER CHURCH STAFF**

- 8.1. **SELECTION:** The Governing Team will give consideration to Lead Pastor candidates in concert with the District of the Alliance NW. Potential candidates must be licensed (or eligible to be licensed) by the Alliance NW. The Governing Team shall be authorized to hire a Lead Pastor in consultation of the District Superintendent and affirmation of the candidate by the Membership of the church.
- 8.2. **RESPONSIBILITY:** The Governing Team shall hold the Lead Pastor responsible for providing leadership toward the fulfillment of the Biblical purposes and specific vision of HRAC. The Lead Pastor is responsible to the Governing Team for leading and giving oversight to the ministries of HRAC, will be expected to uphold the Biblical requirements of his office as an Elder and will provide oversight and management of the church, staff, and care of its members. The Lead Pastor shall be the president of the corporation where such office is required by law. ([Acts 20:28-32](#); [Titus 1:5-9](#); [1 Timothy 3:1-7, 5:17](#); [1 Peter 5:1-4](#)).
- 8.3. **DISMISSAL:** The Governing Team has authority, in consultation with the Alliance NW District Superintendent, to dismiss a Lead Pastor if he should fail to perform his duties satisfactorily or act in a manner inconsistent with the Biblical requirements of an Elder.

- 8.4. **EMPLOYED STAFF:** The Lead Pastor is responsible for the hiring and dismissal of paid staff in conjunction with the Governing Team. The Lead Pastor or his designee is responsible to supervise, evaluate, and manage the activities of the paid staff and ministry leaders of HRAC according to approved policies.
- 8.5. **MINISTRY TEAMS:** Lay leaders and associated teams of individuals enlisted to achieve ministry outcomes will be ultimately accountable to the Lead Pastor or his designate consistent with and for the purpose of fulfilling the mission, vision and purposes of HRAC.

## **SECTION IX BIBLICAL CHARACTER AND STANDARDS**

- 9.1. **EXERCISE AND EXPRESSION OF THE CHURCH'S BIBLICAL BELIEFS:** As described in the Preamble, the Church is a Christian community of faith that exists to exercise and express its Biblical beliefs within the broader community of the C&MA. These beliefs are grounded in a shared understanding of Holy Scripture including those beliefs and standards specifically addressed in the current [C&MA Manual](#). The Church exercises and expresses its Biblical beliefs and standards in the following ways:
  - 9.1.1. *As a community:* The Church understands that the local church is the visible organized expression of the Body of Christ and that the local church finds broader meaning and outreach in fulfilling its Biblical responsibilities within the denomination. In addition, those who participate in the activities of the Church, including the Church's members and employees, are following the Biblical command to live out their faith in community and association with other believers. Accordingly, the Church community is itself an exercise and expression of the Church's Biblical beliefs and standards.
  - 9.1.2. *Through its Activities:* The Church believes that all Church activities, including the responsibilities of every Church member and employee, should be rendered in service to God as a form of worship. Therefore, the Church as a community of faith exercises and expresses its Biblical beliefs and standards in every activity, action, and responsibility.
- 9.2. **STANDARDS FOR CHURCH ACTIVITIES AND FACILITIES:** The Church shall engage in activities and use its facilities solely to exercise and express the Biblical beliefs of the Church and the C&MA and to further the mission of both. In furtherance of this mission, the Church may provide services or goods to, and may allow use of its facilities by other groups and persons who are not members of the Church. But no Church activity, nor any use of Church facilities by another group or person, may be conducted or permitted if the Church determines that such activity or use expresses a message of support by the Church for any view contrary to the Biblical beliefs of the Church and

the C&MA. The determination as to whether any particular activity or use of Church facilities is not permitted requires both spiritual discernment and an understanding of C&MA beliefs and standards, which are applied to each particular circumstance. Such determination shall be made in conformance with this discernment and these beliefs and standards in the sole discretion of the spiritual leaders of the Church designated by either the Governance Team of the Church or the lead pastor *and* Governing Team. With respect to uses by other groups or persons, the Church may consider without limitation both the content of the proposed activities and whether the group or person is generally perceived as advocating views contrary to the Biblical beliefs of the Church and the C&MA.

## **SECTION X: ADMINISTRATIVE PROVISIONS**

- 10.1. **FISCAL YEAR:** The fiscal year shall be January 1, thru December 31. The Governing Team approves an annual calendar that is tied to the fiscal year, an annual ministry budget that is tied to ministry outcomes, and holds the Lead Pastor accountable for prudent financial practices.
- 10.2. **AUDITS:** As defined and directed by the Governing Team, financial records shall be examined at minimum once per year.
- 10.3. **AMENDMENTS:** Amendments to these Bylaws may be adopted by a two-thirds vote of the Covenant Membership present and voting at the Annual Meeting or at a legally called Special Meeting of the Membership, provided that the Membership is notified of the text of the proposed amendments at least thirty days before the vote. Minor revisions not affecting theology, ministry philosophy or overall structure of governance shall be made at the discretion of the Governing Team provided the Membership is notified at the next Annual Celebration (e.g., rewording for clarification of ideas considered confusing, updating legal provisions, adding scriptural references).
- 10.4. **TAX EXEMPT STATUS:** Hood River Alliance Church shall not carry on any activities not permitted to be carried on by a corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code as presently constituted, (or the corresponding provision of any future United States Internal Revenue Law). The Lead Pastor in consultation with the Governing Team shall have ultimate authority over what is prohibited and what is allowable.