

**BYLAWS OF
BRIDGEVIEW ASSEMBLY OF GOD**

ARTICLE I. MEMBERSHIP

Section 1. Qualifications

Active voting membership in this church shall be open to all those who possess these qualifications:

- (a) A testimony to an experience of the “new birth”. (John 1: 12, 13; 3: 3-8; I Peter 1: 18-25).
- (b) Having been baptized in water by immersion, except where deemed physically impossible. (Matthew 28: 19; Mark 16: 16; Acts 10: 47, 48; Romans 6: 4-6).
- (c) Be baptized in the Holy Spirit with the physical evidence of speaking in tongues or earnestly seeking this gift according to Acts 2: 4.
- (d) Evidence of a consistent Christian life (Exodus-20: 1-17; Matthew 5, 6, 7; Romans 6: 4; 8: 1-4; 13: 13, 14; I Corinthians 6; Galatians 5: 19-25; Ephesians 4: 17 - 5: 21; I John 1:6, 7).
- (e) Refrain from being a stumbling block to others (Romans 14:1-15; I Cor. 8; 10:14 -11:1).
- (f) Contribute regularly to the financial support of this church with tithes (a tenth of one’s annual income) and offerings (gifts over and above one’s tithes) (Leviticus 27: 30-32; Proverbs 3: 9, 10; Malachi 3: 8-11; I Corinthians 16: 1, 2).
- (g) Subscribe to the Tenets of Faith of The General Council of the Assemblies of God, which delineate the sixteen (16) fundamental doctrines of the Assemblies of God.
- (h) Be at least eighteen (18) years of age.
- (i) Regularly attend the worship services of this church. (Hebrews 10: 25) Upon application for membership, attendance will have been regular for at least three (3) consecutive months.
- (j) Complete a preparatory Membership Class of the church.
- (k) Contribute to the life and ministry of this church with regular involvement in (at least one) ministry of the church, unless where physically not possible. (1 Corinthians 12:1-31)

Section 2. Types of Membership

- (a) Active - Those whose names appear on the membership roll of the church shall constitute the legal voting membership of the church provided that they support and regularly attend the services to the best of their ability. By virtue of office, all pastors and their spouses, shall be considered active voting members of the church during their tenure.
- (b) The Board shall have the right to remove any member that no longer meets the qualifications for membership as listed in Article I, Section 1. These members shall be removed from membership by the definitive action of the Church Board (Article 1, Sections 4a and 5).
- (c) Honorary - Honorary members shall include those members who have entered into the ministry either as District Officers, Pastors, Evangelists, Missionaries, Religious Educators, etc. together with those who are serving in the armed forces or attending college away from home. Honorary membership also includes shut-ins and members in good standing who have moved from the area.

The Church Board may approve honorary members by a unanimous vote of the members present and voting. 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 church. Voting privileges may be granted at the discretion of the Church Board.

Section 3. Reception of Members

- (a) Persons desiring to become a member of the church shall make it known to the Pastor or designated membership committee.
- (b) After preparatory class completion, the Pastor shall present the names of those who apply for membership along with recommendations to the Church Board, who shall render a decision.

Persons who have met the membership requirements and have been approved by the Church Board shall have their names added to the membership list. They shall be received into the church publicly at any of the regular services.

No applicant for membership shall be accepted as a member within thirty (30) days before an Annual Business Meeting or within ten (10) days before a Special Business Meeting.

Section 4. Revision of Membership Roll

- (a) Revision. The Church Board shall revise the membership roll of the church at least once a year and remove from the list of active members the names of those who no longer meet the qualifications of membership. If a member's name is to be removed for cause, the procedure described in Article I, Section 5 must be followed.
- (b) Transfer or Withdrawal. Members in good standing, who may wish to sever their relationship with the church, may apply for a letter of transfer or withdrawal signed by the Pastor or Secretary. Such a letter shall be granted upon request and shall be addressed to the Pastor or Secretary of the receiving church if transfer or to the member if withdrawal, and shall state whether or not the member is in good standing. If the member is not in good standing, reasons shall be given.

Section 5. Discipline of Members

- (a) Grounds. Ongoing sin in the life of a believer obstructs his/her walk with the Lord, threatens the unity and fellowship within the body, and ultimately weakens the witness of the church among non-believers (II Corinthians 6: 3; I John 1: 7). Scripture therefore encourages believers to be concerned with each other's spiritual well-being, and teaches them to confront, in love, where there is evidence of sin (Luke 17: 3).

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

- (b) Procedure. Scripture teaches that confrontation should be approached and carried out with an attitude of love, concern and humility, and should be motivated by the sincere desire to see repentance and restoration of fellowship. Reflecting God's grace and forgiveness, believers are taught to be quick to forgive when there is the genuine expression of repentance on the part of a fellow believer. (Matthew 6: 14, 15; Matthew 18: 21ff; Luke 17: 3; Galatians 6: 1; Ephesians 4: 32)

(1) Matthew 18: 15-17 provides us with a template of how to handle spiritual discipline:

- (a) If one has knowledge of ongoing sin in the life of a fellow believer, he should go promptly and confront the individual in private (Matthew 18: 15).
- (b) If there is no expression of repentance, he should reprove the individual in the presence of two or three witnesses (Matthew 18: 16).
- (c) If there is still no repentance, Scripture teaches that the matter should be brought before the church. In our church structure, the matter should at this point be brought before the Church Board as representatives of the church (Matthew 18: 17).
- (d) If there is no evidence of genuine repentance after confrontation by the Church Board, the Pastor shall inform the congregation (Matthew 18: 17; II John 7-11).
- (e) If there is still no evidence of repentance, Scripture teaches that the individual should be removed from the body and believers should break fellowship with them, until such time as there is genuine repentance (I Corinthians 5: 11; II Thessalonians 3: 6; II Thessalonians 3: 14-15; Titus 3: 10, 11).

There are cases where the actions of a person under discipline can cause harm to other people. When, in the opinion of the Board, this type of situation exists, disciplinary action does not cease even if a person withdraws his/her membership or attendance at this church.

In those cases, the Pastor and Board have a moral responsibility to the Church of Jesus Christ at large. As a result of that moral responsibility, the Board may authorize the Pastor to inform the members of this church, as well as other pastors and church leaders of the nature of the disciplinary actions in an attempt to protect others from harm.

Lesser disciplinary sanctions may be imposed as appropriate, depending on the circumstances of each case.

NOTE: The same Biblical principles and procedure for confrontation apply in attempting to resolve relational conflicts within the body. In such cases Scripture indicates that it is the responsibility of the believer to go promptly to his/her brother/sister when he has been offended, or when he has reason to believe that he may have done the offending. (Matthew 5: 23, 24; Ephesians 4: 26, 27)

(2) Notification of Action by the Church Board. The Board shall notify any member being removed in compliance with Minnesota Statute 317A.411 which requires:

- (a) not less than 15 days' prior written notice of the removal and the reasons for it; and
- (b) the member shall be given an opportunity to be heard by the Church Board not less than five days before the effective date of the removal. At the discretion of the Church Board this appeal may be made orally or in writing.

(3) These Scriptural confrontation principles and procedures may also be applied to non-members attending the church, where the situation deems it necessary for the church to intervene.

Section 6. Meetings

- (a) The annual business meeting shall be held no later than March 31 each year at such time and place as the Church Board shall decide, for the selection of officers as well as other matters pertaining to the business of the church. Notice of the date, time, and place of the annual business meeting shall be made during regular worship services for three (3) consecutive weeks directly preceding such meeting.
- (b) Special business meetings may be called by the Pastor, the Church Board, or at least fifty (50) members with voting rights or ten percent (10%) of the members with voting rights, whichever is less, who sign a petition and place it in the hands of the Pastor, Treasurer or Secretary of the Church Board. Special meetings called by petition must be conducted no later than ninety (90) days from its receipt.

Notice of the date, time, place, and purpose of the special business meeting shall be made during regular worship services for three (3) consecutive weeks directly preceding such meeting. No business other than that specified in the notice of the meeting shall be transacted at any special business meeting of the church.

No more than one petition on a given subject shall be recognized in any twelve (12) month period.

- (c) Quorum. The active voting members of the church present at a business meeting shall constitute a quorum.
- (d) The business of the church shall be decided by a majority of the voting members present and voting at any of its regular or special meetings except as specified herein.
- (e) Business meetings of the church shall be governed by the acceptable rules of parliamentary procedure in keeping with the spirit of Christian love and fellowship.
- (f) No member, or any number of members, shall conduct any private meeting with divisive intent. (Romans 16: 17, 18; Titus 3: 10, 11)

ARTICLE II. PASTORAL STAFF

Section 1. Qualifications

- (a) Pastor: The Pastor of this church must be a member in good standing with the General Council of the Assemblies of God. (I Timothy 3: 2-7; Titus 1: 6-9; I Peter 5: 2, 3).
- (b) Assisting Pastors. Assisting Pastors shall have the same qualifications as the Pastor as set forth in Section 1 (a).

Section 2. Duties

- (a) Pastor: The Pastor is called by God to be a minister and a servant of the Gospel of the Lord Jesus Christ. The church finds its direction from the Lord Jesus Christ under the leadership of the Pastor as overseer and shepherd of the church (Acts 20: 28; Ephesians 4: 11; I Timothy 3: 2; Titus 1: 7; I Peter 5: 2)

To this end, the Pastor shall:

- (1) Equip the church for the work of the ministry, through leadership, training, and discipleship, and by the preaching and teaching of the Word of God. (Ephesians 4: 11-13)
 - (2) Be the president of the corporation and shall act as the chair of the business meetings of the church and of the Church Board/Trustees.
 - (3) Be an ex-officio member of all committees and departments.
 - (4) Approve of all those who are invited to speak or lead in any ministry of the church, considering the needs of the church.
- (b) Assisting Pastors: Assisting Pastors includes a staff member that is assigned a ministerial responsibility. The responsibilities and duties shall be assigned by the Pastor in cooperation with the Church Board.

Section 3. Vacancies and Elections

(a) Pastor

1. Vacancy: In the event a vacancy occurs in the pastorate, the Church Board should seek the counsel and help of the Assemblies of God district officials. A temporary replacement shall be arranged for by the Church Board until a Pastor is elected by the church.
2. Elections: When there is a vacancy in the pastorate, the Church Board shall appoint a search committee. When a candidate they can recommend is found, they shall present the name of the one (1) candidate to the church to be voted upon. When the candidate receives a two-thirds majority of the votes cast the candidate is elected. Only one nominee shall be considered at any one business meeting. This meeting may be a special meeting or the annual business meeting. All elections shall be by secret ballot.
3. Term of Office: The candidate shall be elected for an indefinite period of time if that person receives a two-thirds majority of the votes cast.

(b) Assisting Pastors shall be appointed by the Pastor with the affirmation of the Church Board.

Section 4. Severance Package

In the event a pastor is removed from office by a vote of the active voting membership of the church or he/she resigns, the Pastor shall receive salary and benefits for up to sixty (60) days or until a new pastorate is located, whichever occurs first, except in the case of moral turpitude.

Section 5. Conflict Resolution

If at anytime the Church Board has conflicts with the Pastor as a result of their own difficulties or from a person or persons within the congregation, and have been unsuccessful in resolving the conflicts after a face-to-face meeting with those in conflict (following the pattern of Matthew 18), the Board shall request assistance from the Minnesota District Officers to resolve the situation. If resolution cannot be found with the assistance of the District Officers, the Board shall then seek the counsel of the District Officers as to whether the conflicts are sufficient enough to require either a vote of confidence or a vote for removal of the Pastor from office in accordance with Section 6 below.

Section 6. Removal

- (a) If at any time a situation should arise where the Church Board believes a Pastor can no longer serve the church acceptably, the Board shall, by official action after fulfilling the requirements of Section 5 above, call a special meeting of the church, duly announced at least three (3) consecutive Sundays. The Office of Pastor may be declared vacant by a sixty percent (60%) majority of the active voting members present and voting at such a meeting.
- (b) If at any time members of the church exercise the right of initiative related to the removal of the Pastor, it shall be the duty of the Church Board by board action, to call a special meeting of the church, duly announced at least three (3) consecutive Sundays. The Office of Pastor may be declared vacant by a sixty percent (60%) majority of the active voting members present and voting at such a meeting.

Such action on the part of the church is not to be considered as affecting the standing of the Pastor with the General Council fellowship.

ARTICLE III. CHURCH BOARD

Section 1. Qualifications

- (a) A Board Members shall be at least twenty-one (21) years old and shall have been a member of the church for at least the twelve (12) preceding months. Each Board Member shall be full of faith and the Holy Spirit with lives and conduct that conform as closely as possible to the Scriptures. (Acts 6: 3; I Timothy 3: 8-13).
- (b) Divorce and Remarriage: A member is not qualified to serve as a Church Board Member if either they or their spouse has a former spouse living unless the divorce occurred (i) prior to conversion or (ii) for the scriptural causes of a former spouse's marital unfaithfulness, or (iii) the abandonment of the believer by the unbeliever.
- (c) All potential board members must submit to and pass a legal background check. If a history of abuse or misconduct is discovered, the person will be deemed disqualified to serve.
- (d) All church board members should be active in meeting the requirements for membership as outlined in Article 1 Section 1, with attention given to tithing, attendance, and involvement.

Section 2. Duties

The Church Board shall act in an advisory capacity with the Pastor. It is not a legislative body, but is for the counsel and mutual assistance in the administration of the business and ministry of the church.

As a body, the Church Board shall:

- (1) Act in cooperation with the Pastor in providing counsel in matters pertaining to the life of the church and it's ministry.
- (2) Review all applicants for membership.
- (3) Assist in the administration of discipline of members of the church. (Article 1, Section 5)
- (4) Perform all the duties of Trustees of the corporation:

- a. Serve the church in the selling or acquiring of property as outlined in Article VI.
 - b. Be responsible to maintain all property of the church.
 - c. Be responsible for its maintenance and cleanliness for the comfort of the congregation.
 - d. Approve official church policies, as seen fit by the pastor and staff.
- (5) Oversee the finances of the church. Salaries and wages shall be reviewed at least annually.
- (6) In the event the church is without a Pastor, the Church Board shall provide their own Chair from their membership in order to transact business for the church.

Section 3. Officers

(a) Secretary

1. Duties: The Secretary shall:
 - (a) Keep the minutes of all board meetings and business meetings of the church.
 - (b) Keep a record of the membership of the church.
 - (c) Be responsible to maintain all legal documents.
 - (d) File the Annual Renewal form with the Minnesota Secretary of State each year.
 - (e) Have responsibilities for all clerical work necessary for these duties.
2. Election: The office of Secretary shall be filled from the members of the Church Board by a majority vote at the first meeting of the Church Board following the annual meeting. If such a person is not available from the Board, the Board may appoint an assistant to the Secretary to perform the clerical tasks.
3. Term of Office: The term of office shall be for one (1) year.

(b) Treasurer

1. Duties: The Treasurer shall:
 - (a) Keep an itemized account of all receipts and disbursements.
 - (b) Provide a financial statement or report at all regular meetings of the Church Board.
 - (c) Provide a summarized statement at the annual business meeting.
 - (d) Provide an annual record of all identified giving in accordance with IRS regulations.
 - (e) Be responsible to maintain all financial records.
2. Election: The office of Treasurer shall be filled from the members of the Church Board by a majority vote at the first meeting of the Church Board following the annual meeting. At the discretion of the Church Board, a Bookkeeper may be appointed to assist the Treasurer.
3. Term of Office: The term of office shall be for one (1) year.

Section 4. Number of Board Members

The number of Board members of this church shall be at least three (3) but not more than seven (7) members, in addition to the Pastor. The Pastor is a voting member of the board.

Section 5. Selection and Vacancies

- (a) Nominations: The Treasurer will secure a list of active members to verify qualifications (Article 3, section 1). Unqualified names shall be removed by the Treasurer. The Treasurer then passes the list on to the Pastor. The Pastor shall review the list and remove names that he/she may have confidential knowledge as to qualification. Updated list will be presented to church board for approval. Approved members will be contacted to verify interest to be considered for church board selection. There shall be no nominations from the floor of the annual business meeting.
- (b) Selection: Church Board Members shall be selected by drawing lots at the annual or special meeting called for that purpose. This is a process outlined in Scripture (Acts 1: 23 – 26) as we let the Holy Spirit lead us in this selection process.

Typically, for the selection of Board Members, we will compile slips of paper with the names of candidates. Selections will be determined by praying and then drawing the required.

- (c) Term of Office: The term of office shall be for three (3) years and shall be arranged, as near as possible, so that one-third (1/3) of the terms shall expire each year. A Board Member must take one year off after serving two consecutive terms.
- (d) Vacancies: A vacancy occurs when:
 - (1) The term of a member of the Church Board is completed.
 - (2) A member becomes deceased.
 - (3) A member resigns.
 - (4) It's determined by the Church Board that the member is unable to fulfill the responsibilities of church Board Member.
 - (5) A Board Member is removed for disciplinary reasons as outlined in Article III, Section 7.

A selection may be held to complete an unexpired term at the next regular business meeting or a special meeting may be called to replace the Church Board Member for the unexpired term.

Section 6. Meetings

- (a) The Church Board shall meet as often as necessary, but at least nine (9) times each year.
- (b) A majority of the Church Board being present at any of their meetings is considered a quorum.

Section 7. Removal

A vacancy in the office(s) of Church Board Member, Board Secretary, or Treasurer may be declared whenever the incumbent has been disqualified as to unscriptural conduct, by a spirit of insubordination, or by a change in belief contrary to the Tenets of Faith. Such action shall require at least a sixty percent (60%) majority vote of the other members of the Church Board.

The accused office holder may by request appeal to the congregation. When requested, a special business meeting shall be called to be held within 30 days of the time the appeal is made. Said meeting time and purpose to be announced at least three (3) consecutive Sundays immediately prior to the meeting. A Church Board Member's office may be declared vacant by a sixty percent (60%) majority of the active voting members present and voting at such a meeting.

ARTICLE IV. FINANCES

Section 1. General

The church shall be financed by the scriptural system of tithes and offerings. A Treasurer and/or Bookkeeper shall keep a written account of all finances. (Leviticus 27: 30-32; Proverbs 3: 9, 10; Malachi 3: 8-11; Luke 6: 38; I Corinthians 16: 1, 2)

Section 2. Compensation

- (a) The Pastor and/or Assisting Pastor(s) shall be given adequate compensation agreed upon by the Church Board and the Pastor. Salaries and wages shall be reviewed at least annually.
- (b) Reimbursement for Expenses. The pastor shall be given consideration by the church board for expenses incurred by his/her attendance at District Councils, General Councils, and other District functions by reimbursement of such expenses, or by an offering to help defray such expenses.

Section 3. Missions Support

This church will support World and U. S. Missions to the best of its ability. Missionary funds will be disbursed at the direction of the Missions Committee in consultation with the Church Board, or in the absence of a Missions Committee, the Church Board.

ARTICLE V. DEPARTMENTS / COMMITTEES

The Pastor, Church Board or members of the congregation may create and maintain such departments and/or committees as may be necessary and advisable for the extension of its work. All such departments and committees shall be subordinate to the church 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.

ARTICLE VI. PROPERTY

Section 1. The Church Board, as Trustees, shall have the oversight of all real and personal property of the church.

Section 2. All property, real or personal, shall be held in the corporate name.

Section 3. Personal property of the church may be acquired, sold, leased, exchanged, mortgaged, encumbered, or otherwise assigned or transferred by the President and/or Officers of the Church Board, as Trustees, with authorization from the Church Board when said value exceeds \$2,500.

Section 4. No real property shall be acquired, sold, leased, mortgaged, or otherwise alienated until:

- (1) The Church Board, as Trustees, shall have approved a resolution recommending the sale, exchange, mortgage, encumbrance, or other disposition of real property;
- (2) Such resolution is submitted for adoption by the members at an official business meeting. Notice of the date, time, place, and purpose of the business meeting shall be made during regular worship services for three (3) consecutive weeks directly preceding such meeting; and
- (3) The resolution is approved by a vote of at least two-thirds (2/3) of the voting members present and voting.

- (4) Upon the passage of the above resolution, the President and a Church Board Member, as Trustees, shall complete the documents necessary to fulfill the wishes of the church.

Section 5. In the case of Division, Dissolution or Disaffiliation from the Assemblies of God, the property of the church shall be handled in accordance with Article X, Property of the Articles of Incorporation.

ARTICLE VII. AMENDMENTS

Amendments to these Bylaws may be made by a majority vote of members present and voting, subject to a quorum being present, at any regular or special business meeting. All amendments must be consistent with the Constitution and Bylaws of the Minnesota District Council of the Assemblies of God and The General Council of the Assemblies of God. Notice of the date, time, and place of such meeting to amend the Bylaws shall be made during regular worship services for three (3) consecutive weeks directly preceding such meeting. Such amendment shall be made available to active members at least one (1) week preceding such meeting.

DEFINITION OF TERMS

Ex-officio Member

A member by virtue of office or position. [Article II, Section 2(a)(3); Article III, Section 5(a); Article V]

The General Council of the Assemblies of God

The legal, corporate name of the central governing body of the United States affiliates of the Assemblies of God ministers and churches, with headquarters in Springfield, Missouri. [Article I, Section 1(g); Article II, Section 1(a); Article VIII]

Minnesota District Council of the Assemblies of God

Legal and corporate name for the association of churches and ministers that make up the Minnesota District is the Minnesota District Council of the Assemblies of God. [Article VIII]

Right of Initiative

The general right or ability of members to propose corporate action. A member in good standing may present a proposition or suggestion in writing to the Pastor or Secretary, who shall present the same to the corporate body for consideration. [Article I, Section 6(b); Article II, Section 7(b)]

Vote of Confidence

A non-binding vote that gives the congregation the opportunity to express their confidence (or lack of confidence) in the effectiveness of the Pastor's ministry and/or leadership. Due to the nature of a vote of confidence, the results of the vote are not reported to the congregation as a whole. [Article II, Section 6]