

**BYLAWS  
OF  
LIVING HOPE BIBLE CHURCH**

***PREAMBLE***

We trust in the grace and work of the Lord Jesus Christ for our salvation. We believe that the Bible, the Word of God, is the supreme and sole authority for our faith and conduct. Therefore, we join ourselves together as a body of baptized believers and adopt these Bylaws as a declaration of our convictions so that this body may be governed in an orderly manner consistent with the Word of God.

**Article I.  
Name and Office**

1.1 Name. The name of this corporation shall be “Living Hope Bible Church” (herein also referred to as “LHBC,” “Church,” or the “Corporation”).

1.2 Principal Office. The principal office of the Corporation shall be located at 205 Mountain Park Blvd SW, Issaquah, WA 98027 or such other place as the Board of Directors may designate. The Corporation may have such other offices, either within or outside of the State of Washington, as the Board of Directors may designate.

1.3 Registered Office and Agent. The Corporation’s registered office shall also be located at 205 Mountain Park Blvd SW, Issaquah, WA 98027 and its registered agent shall be as designated by the Board of Directors.

**Article II.  
Purpose**

2.1 Living Hope Bible Church exists to worship God and to glorify Him by carrying out His command to “make disciples of all nations” (Matt 28:18-20). We believe that God has called us to reach those who have not made a personal commitment to Jesus Christ as their Lord and Savior.

2.2 In order to accomplish this, Living Hope Bible Church will seek to build up and equip every believer in the faith through the Word of God so that they can serve God and reach others for Christ (Eph 4:11-16; Col 1:28-29; 2 Tim 3:16-17).

**Article III.  
Statements of Faith**

3.1 Statement of Doctrine

All Bible references refer to the New American Standard Bible (NASB 1995 Updated Edition) unless otherwise noted.

## **The Bible**

We believe that the entire Bible is verbally inspired by God and, therefore, absolutely inerrant in the original manuscripts. We believe that it is the infallible Word of God which is our supreme and sole authority in all matters of faith and conduct. (2 Tim 3:16-17; 2 Pet 1:20-21; Matt 5:18; John 17:17)

## **God**

We believe in one living and true God, one in essence, eternally existing in three persons: Father, Son and Holy Spirit. We believe each person of the Godhead is equally perfect in every attribute. (Deut 6:4; Matt 28:19; 2 Cor 13:14) We believe that He is the creator and sovereign ruler of all things who deserves our worship and obedience. (Gen 1:1-31; Ps 103:19; Rom 11:36; Eph 3:9; Col 3:16-18; Rev 4:11)

## **Jesus Christ**

We believe that Jesus Christ, the second person of the Trinity, is the only begotten Son of God who eternally existed prior to His incarnation. (John 1:1-4, 14; Phil 2: 5-8). We believe that He was conceived of the Holy Spirit and born of the virgin Mary in order to reveal God, redeem sinful man and rule over God's kingdom. Through His incarnation He became man without ceasing to be God, living a sinless life so that He could be a perfect sacrifice for the sins of man. (Ps 2:7-9; Isa 7:14, 9:6; Matt 1:23; John 1:29; Phil 2:9-11; Heb 4:15, 7:25-27)

We believe that Jesus Christ accomplished our redemption through the shedding of His blood and substitutionary death on the cross. Our justification was made sure by His literal and physical resurrection from the dead. (Rom 3:24-25; Rom 5:6-8; Eph 1:7; 1 Pet 1:18-19, 2:24; 1 John 2:1-2)

We believe that the Lord Jesus Christ ascended into heaven and is now exalted at the right hand of God the Father, where He mediates as our Advocate and High Priest. (Acts 1:9-10; Heb 7:25, 9:24; Rom 8:34; 1 Tim 2:5; 1 John 2:1-2)

We believe in His imminent return for His own and His personal, bodily and visible return to set up His millennial kingdom. (Acts 1:9-11; 1 Thess 4:13-18; Rev 20)

## **The Holy Spirit**

We believe that the Holy Spirit, the third person of the Trinity, is the supernatural and sovereign agent in regeneration, baptizing all believers into the body of Christ, indwelling and sanctifying all who believe and sealing them to the day of redemption. He is the abiding helper, teacher and guide of every believer. (John 14:26, 16:7-15; Rom 8:9; 1 Cor 3:6, 12:12-14; Eph 1:13-14, 5:28). We believe that every believer receives the Holy Spirit at the moment of salvation and not subsequent to the new birth. (Rom 6:3-5, 8:9; 1 Cor 12:13)

We believe that the Holy Spirit is the sovereign giver of spiritual gifts to each believer for the purpose of edifying the church. We also believe that some gifts were given temporarily for the establishment of the early church (e.g. the gift of tongues) while other gifts were given permanently for the building up of the body of Christ. (Rom 12:6-8; 1 Cor 12:1-31, 13:8-10, 14:12; 2 Cor 12:12; Eph 4:1-7; Heb 2:3-4; 1 Pet 4:10-11)

## **Man**

We believe that man was directly and immediately created in the image of God but through Adam's sin of disobedience fell and incurred the penalty of spiritual and physical death. Sin is any lack of conformity to the character of God, whether it is an act of omission or commission, disposition, or state. (Gen 1:26-27, 2:7, 16-17, 3:1-24; Rom 3:22-23, 5:1-21)

As a consequence all men are born with a sinful nature, alienated from God and hopelessly lost. Because of the sin nature every person born is enslaved to sin. We believe that man is totally depraved and incapable of remedying his lost condition apart from God's grace through the redemptive work of Jesus Christ. (John 3:36; Rom 1:18-32, 5:1-21, 6:17, 23; Eph 2:1-9; Col 1:21; Titus 3:5; 1 John 1:8)

## **Salvation**

We believe that salvation is solely the work of God provided through Christ's death on the cross. It is through His shed blood that we have forgiveness of sins. Salvation is God's gift to man through faith alone in Christ alone. It is of grace entirely apart from man's works. (Eph 1:7, 2:8-9; Titus 3:5; 1 Peter 1:18-19)

We believe that the Holy Spirit regenerates people, enabling them to repent of their sins, believe (trust) in Jesus Christ as their Lord and Savior, receive the forgiveness of their sins and the free gift of eternal life. They are justified before God and sanctified unto God. (John 1:12, 3:16, 6:44; Rom 8:1, 33, 10:9-10; 1 Cor 6:11; 2 Thess 2:13; Titus 3:5)

We believe that all those who are genuinely regenerated are saved and kept eternally secure in Christ by God's power forever. (John 5:24, 6:37-40, 10:28-29; Rom 8:38-39; Eph 4:30; 1 Pet 1:3-5)

## **The Church**

We believe that the church of Jesus Christ is a spiritual body which consists of all those who have placed their faith in Him as their Lord and Savior in this present age. All those who believe are immediately placed by the Holy Spirit into the church of which Christ is the head. (Rom 12:4-5; 1 Cor 12:13; Col 1:18; Eph 1:22-23; 4:1-6)

We believe that the church began on the day of Pentecost, will be raptured at the coming of Christ, and is distinct from Israel. (Acts 2; Rom 11:25-26; 1 Cor 10:32; 1 Thess 4:16-17)

We believe that the establishment of local churches is clearly taught and defined in the New Testament Scriptures. All believers are to associate themselves together in local churches. The purpose of

these churches is to glorify God through worship, instruction of the Word, fellowship, prayer, practice of the ordinances (water baptism and the Lord's Supper), and proclamation of the gospel to the world. (Matt 28:19-20; Acts 2:42; 1 Cor 11:23-34; Eph 4:1; Titus 1:5; Heb 10:24-25)

We believe that according to God's plan the local church is His primary agent for accomplishing His commission in this age. (Matt 16:18, 28:18-20)

We believe in the autonomy of the local church, under the leadership and guidance of Christ. It has the authority to organize and handle its own affairs and is free of any external authority and control. (Matt 18:15-20; Acts 6:1-6, 20:28; 1 Cor 5:4-7, 13; Titus 1:5; Heb 13:7, 17; 1 Pet 5:1-4)

## **Future Events**

We believe that at the time of physical death there is a separation of soul and body. The souls of those who are saved will pass immediately into the presence of Christ in heaven and those who are not saved to conscious punishment. (Luke 16:19-26; 2 Cor 5:8; Phil 1:21-24; Rev 20:11-15)

We believe in the personal, bodily and imminent return of Christ for His church before the seven-year tribulation period. (John 14:1-3; 1 Cor 15:51-53; 2 Cor 5:10; 1 Thess 4:15-5:11; Titus 2:13; Rev. 3:10) Following the rapture of the church from the earth, the righteous judgment of God will be released on the unbelieving world, climaxing with the second coming of Christ with His saints in glory to earth. (Jer 30:7; Daniel 9:27, 12:1; Matt 24:27-31, 25:31-46; 2 Thess 2:7-12; Rev 16) At that time, Christ will establish His literal kingdom on earth and reign for a thousand years. This millennial kingdom, which is characterized by peace, harmony, righteousness and justice, will be the fulfillment of God's promise to Israel. (Isa 65:17-25; Ezek 37:21-28; Zech 8:1-17)

We believe that following this millennial kingdom of Christ will be the final resurrection and judgment of all unsaved at the Great White Throne. There they will be condemned to an eternal conscious punishment in the lake of fire along with Satan and his demons. (Matt 25:41; John 5:22; Rev 20:11-15) The saved will enter the eternal state of glory with God. He will create a new heaven and new earth where they will enjoy fellowship with Him forever. (John 17:3; 1 Cor 15:24-28; Rev 21-22)

### **3.2 Statement on Marriage, Gender, and Sexuality**

We believe that God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God. Rejection of one's biological sex is a rejection of the image of God within that person regardless of how a person may feel about him/herself. (Gen 1:26-27; Ps 139:13-16)

We believe that the term "marriage" has only one meaning: the uniting of one man and one woman, as biologically created by God from birth, in a single, exclusive union, as delineated in Scripture. We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other. We believe that God has commanded that no intimate sexual activity occur outside of marriage. (Gen 2:18-25; Rom 1:18-32; 1 Cor 6:18, 7:2-5; Heb 13:4)

We believe that any form of sexual immorality (including adultery, fornication, homosexual behavior, bisexual conduct, bestiality, incest, polygamy and the use of pornography) is sinful and offensive to God. We believe that in order to preserve the function and integrity of Living Hope Bible Church as the local Body of Christ, and to provide a Biblical role model to the Living Hope Bible Church members and the community, it is imperative that all persons employed by Living Hope Bible Church in any capacity, or who serve as volunteers, agree to and abide by this Statement on Marriage, Gender, and Sexuality. (Gen 2:18-25; Matt 5:16, 27-28, 15:18-20; 1 Cor 6:9-10; Phil 2:14-16; 1 Thess 5:22)

We believe that God freely offers redemption and salvation to all who confess, repent, and forsake their sin, seeking His mercy and forgiveness by grace alone through faith alone in Jesus Christ alone. (John 3:16; Acts 3:19-21; Rom 3:23, 6:23, 10:9-10; 1 Cor 6:9-11)

We believe that every person must be afforded compassion, love, kindness, respect, and dignity as we seek to share with them the hope of salvation through the gospel of Jesus Christ. (Matt 28:18-20; Mark 12:28-31; Luke 6:31; 1 Tim 2:3-6; 1 Pet 3:15-16)

#### **Article IV.** **Membership**

4.1. **Members.** This Church shall not have corporate members. All rights which would otherwise be vested in the corporate members of this corporation shall be vested in the Board of Elders. Any action which would otherwise require approval of corporate members under the Revised Code of Washington or other applicable laws shall be deemed to require the approval of the Board of Elders except when such Board of Elders is only made up of a Pastor (Elder) who has so served LHBC for less than five (5) years, at which time, the Chairman of the Board of Deacons shall also be required to approve any such action. “Church Membership” as used in these Bylaws and in other corporate documents pertaining to this corporation is not equivalent to “Corporate Membership.” Any reference to “members” or “church members” outside of this article (Article IV) pertains to those who are defined as “church members” in Article IX.

#### **Article V.** **Board of Directors**

5.1 **General Powers.** The legal, financial, and business affairs of this Church shall be managed by a Board of Directors who are accountable and serve at the discretion of the Board of Elders, except as otherwise stated in Section 4.1.

5.2 **Number.** The Board of Directors shall consist of not less than three (3) nor more than nine (9) directors, the specific number to be set by resolution of the Board of Directors. The number of directors may be changed by amendment to these Bylaws, provided that no decrease in the number shall have the effect of shortening the term of any incumbent director.

5.2.1 **Term Limits.** Each director is limited to serve a maximum of two (2) consecutive three-year terms, unless such person is appointed to serve under section 5.3.3 after serving two (2) terms appointed under Section 5.3.2.

5.3 Qualifications. Directors shall be appointed for the Church as follows:

5.3.1 All directors selected under any of the following provisions must have been a church member of good standing of LHBC for at least three (3) years from the date of nomination as provided in Section 5.3.2 below and agree with the statements of faith as provided under Article III throughout the term of service.

5.3.2 The Board of Elders shall appoint eligible Elders to the Board of Directors by unanimous vote except in the event that Section 5.3.3 applies. Eligible elders are those who meet the qualifications defined in Article VI.

5.3.3 In the event that there are less than three (3) eligible Elders to serve on the Board of Directors or the remaining Elders are disqualified or otherwise unable to serve, the Board of Directors shall be selected as follows:

(a) The Board of Elders (or if there is at least one Elder of the church who is not a staff Pastor who has so served LHBC for less than five (5) years prior to the date of nomination) shall select a Chairman of the Board of Deacons and such Chairman of the Deacons shall also serve as a member of the Board of Directors. An Elder who is a staff Pastor who has not served LHBC for more than five (5) years shall not select the Chairman of the Deacons for the purposes for this Article. If there are no other eligible Elders to select the Chairman of the Deacons, the Board of Deacons shall appoint its own Chairman by unanimous vote.

(b) In the event that after the appointment of the Chairman as provided in subsection (a) above, there remains a vacant position on the Board of Directors, then the Elder (or alternatively the director already selected) and Chairman of the Deacons shall select the remaining member of the Board of Directors from the Board of Deacons.

(c) In the event that there are no existing or able members of the Board of Elders, the Board of Deacons/Deaconesses shall take nominations from the church members as provided in section and shall appoint Elders who meet the qualifications as provided in Article VI. Thereafter, such new Board of Elders shall select the Board of Directors as provided above.

5.4 Resignation. Any director may resign at any time by delivering written notice to the Board of Elders or in the absence of a Board of Elders, the Pastor and the Chairman of the Board of Deacons at the principal office of the Corporation. Any such resignation shall take effect at the time specified in the notice, or if the time is not specified, upon delivery of the notice. Unless otherwise specified in the notice, the acceptance of such resignation shall not be necessary to make it effective.

5.5 Removal. One or more directors (including the entire Board of Directors) may be removed from office, with or without cause, by the unanimous vote of the Board of Elders unless such Board of Elders is only comprised of a staff Pastor who has so served LHBC for less than five (5) years. In that

event, the removal of one or more directors shall require the unanimous vote of the Board of Elders and the Chairman of the Board of Deacons.

5.6 Compensation and Expenses. Directors shall not receive compensation for their service as directors. Directors may receive reimbursement for expenditures incurred on behalf of the Corporation.

5.7 Meeting of Directors. The meetings of the Board of Directors shall be conducted pursuant to the rules and terms stated in Attachment 1, entitled Meetings of the Board of Directors incorporated herein by reference.

5.8 Committees Appointed by the Board of Directors. The Board of Directors may designate and appoint one or more standing or temporary committees in accordance with Attachment 2 incorporated herein by reference.

## **Article VI.** **Elders**

### 6.1 Qualifications for the Office.

6.1.1 All those who are considered and appointed to the office of elder must be an “active member” of this church, as defined in Article IX, for a minimum of two (2) years unless they are hired by the Church as a Biblically qualified Pastor. They must be men who possess the spiritual qualifications described in 1 Timothy 3:1-7 and Titus 1:6-9. All elders must be in agreement with the statements of faith contained in Article III of these bylaws.

### 6.2 Responsibilities of Elders.

6.2.1 This church shall be led by a plurality of godly men called “elders.” The elders will be the governing / ruling body in the church except as otherwise provided in these Bylaws. They are responsible for shepherding and providing spiritual oversight of the church (Acts 20:28-29; 1 Tim 3:4-5, 5:17; Heb 13:17; 1 Pet 5:1-4)

Their responsibilities include the following:

- A. Ruling and having oversight of the church (1 Tim 3:4, 5, 12, 5:17).
- B. Shepherding the church (Acts 20:28; 1 Pet 5:1-4) which involves preaching & teaching (1 Tim 5:17), leading, caring, and protecting (Titus 1:7-9; Acts 20:29-30).
- C. Determining and establishing policies, positions and practices for this church body which are consistent with the purpose and the Statements of Faith of this church (Acts 15:22).

6.2.2 The priority of their ministry will be prayer and the ministry of the Word (teaching and preaching) (Acts 6:3-4).

6.2.3 In the event the Elder board consists of less than three (3) Elders, the above described responsibilities of the Elder(s) shall be conducted with the Board of Directors in the same manner as described in Section 6.8 until such time as there are three or more Elders.

### 6.3 Categories of Elders.

6.3.1 The terms “elder,” “pastor,” and “overseer” are used interchangeably to refer to the same individual but emphasize a different aspect of the office (“elder” - his maturity, “pastor” - his responsibility, “overseer” - his role).

6.3.2 Elders receiving financial support from this church for their ministry shall be designated as “pastors” or “staff elders.” Elders choosing to receive financial support by working outside the church shall be designated as “Elders.” Both shall be equally recognized as “Elders.”

### 6.4 Number of Elders.

6.4.1 Believing that the church should be led by a plurality of godly men. The Board of Elders shall select as many qualified Elders to serve as it deems necessary and in accordance with the selection process described herein; provided that Section 6.2.3 shall apply in the event there are less than three (3) Elders.

### 6.5 Selection of Elders.

6.5.1 Recommendations to fill the office of Elder shall be requested from all active church members whenever the Board of Elders deems necessary. At such time, the Board of Elders will solicit nominations from all active church members and must Biblically evaluate each nominee as to his qualification for the office.

6.5.2 The Elders must select new elder candidates from the list of nominees. Those approved will be contacted and given a deadline to respond as to their desire to serve as an elder. A list of elder candidates will then be publicly announced and posted for at least two weeks before final determinations are made by the Board of Elders. During such time, active church members may respond to the Board of Elders with any concerns or objections to these candidates. The Board of Elders will then evaluate any responses as to whether a candidate is Biblically fit for office. Upon the unanimous vote of the current Board of Elders, the new members of the Board of Elders shall be appointed into office.

### 6.6 Term of Office

6.6.1 Elders will serve for a term of three (3) consecutive years. An elder may continue to serve for a second three-year term if he is nominated again, Biblically qualified, and approved by the elder board. After two (2) consecutive terms an elder is required abstain from serving on the Board of Elders for at least one (1) year. He is then qualified to serve another two (2)

consecutive terms if he is nominated, approved, and Biblically qualified. Each elder will receive an annual evaluation by the remainder of the Board of Elders as to his life and ministry.

#### 6.7 Removal of Elders.

Any elder may be immediately removed (dismissed from office) from his position, if he becomes spiritually disqualified or his physical, mental, or emotional inability to serve as an elder has been unanimously established in the minds of the remainder of the Board of Elders.

Any accusation against an elder will not be entertained or considered by the Board of Elders unless there are at least two or three witnesses to confirm the sin (1 Tim 5:19-21; Matt 18:16). An elder may be removed by a unanimous vote of the Board of Elders after the sin has been established as true by the remainder of the Board of Elders. The elder who is accused of sin shall abstain from voting regarding his own removal. Any elder removed because of a sin of sexual immorality cannot be requalified as an elder. (1 Cor 6:16-18, 9:26-27; 1 Tim 3:2; Titus 1:6)

#### 6.8 Decision Making Process.

6.8.1 All decisions involving biblical, theological, or philosophical ministerial issues must be made upon unanimity by the Board of Elders. All action related to legal, financial, business, and other issues related to the logistics of the assets and/or property management of the church premises unrelated to the ministerial tasks of the Church shall be approved by majority vote of the members of the Board of Elders.

6.8.2 If all the elders are under the control and guidance of the Spirit of God and all have the mind of Christ, then there should be unanimity in the decisions that are made (1 Cor 1:10, 2:10-16; Eph 4:1-6, 5:18-21; Phil 1:27, 2:2). If there is disagreement, all the elders are to study, pray and seek God's will together until unanimity is achieved.

### **Article VII** **Pastors (Staff Elders)**

#### 7.1 Qualifications and Requirements.

7.1.1 All pastors of this church must be men who possess the spiritual qualifications described in 1 Timothy 3:1-7 and Titus 1:6-9.

7.1.2 All pastors must be in wholehearted agreement with and committed to the Church's Statements of Faith in Article III, purpose, priorities and philosophy of ministry.

7.1.3 The specific requirements for various pastoral staff position in the Church will be determined by the Board of Elders before the search process begins.

## 7.2 Selection and Calling Process.

7.2.1 The Board of Elders will determine the need for additional pastoral staff. They will determine the qualifications, requirements and establish a ministry description before the search process begins.

7.2.2 The elders will appoint a Pastoral Search Committee to seek potential candidates to fulfill a pastoral staff position. This committee will search for a candidate using the criteria provided by the elders. It will operate under the direction and guidance of the elders.

7.2.3 During the candidating process, the elders and Pastoral Search Committee will seek feedback on the candidate from the active church members.

7.2.4 The Board of Elders shall unanimously consent to selection of a candidate. Should the elders decide to extend an offer to the candidate, they shall inform the church membership of the decision.

## 7.3 Financial Support and Benefits.

7.3.1 Financial support and benefits shall be determined for a pastor (“staff elder”) by the compensation committee which shall be formed and subject to the terms of Attachment 2, entitled “Committees.” All salary and benefits shall be reviewed and adjusted annually as necessary. Staff elders/pastors shall not be in a position to determine the nature or the amount of their financial support or benefits.

## 7.4 Dismissal / Removal / Resignation of Pastors.

7.4.1 Any pastor may be immediately removed or dismissed from his office/position if he becomes spiritually unqualified or his physical, mental, or emotional inability to serve as a pastor has been unanimously established in the minds of the remainder of the Board of Elders.

7.4.2 If a pastor decides to resign for any other reason, he must give at least a two months written notice of his intention to resign. The date of resignation can be less than two months based upon a mutual agreement of the pastor and the Board of Elders.

## 7.5 Senior Pastor

7.5.1 He shall meet the spiritual qualifications of an elder (Article VII, Section 7.1). He must be in wholehearted agreement with and committed to the Statements of Faith, purpose statement, and philosophy of ministry of this Church.

7.5.2 He will be the primary preaching-teaching elder of this church and is responsible for the general oversight of the church’s spiritual welfare. He shall be an ex-officio member of all councils and committees and shall be accountable to the Board of Elders.

7.5.3 The Senior Pastor will be directly involved in the selection of pastoral staff members. The Board of Elders should give strong consideration to his feedback during the selection and candidating process.

7.5.4 The role and responsibilities of the pastoral staff shall be determined by the Senior Pastor as approved by the Board of Elders. The pastoral staff are accountable to the Senior Pastor.

## **Article VIII.** **Deacons and Deaconesses**

### 8.1 Qualifications.

8.1.1 Deacons shall be men who are active members of this church for at least one (1) year, possessing the qualifications described in 1 Timothy 3:8-10, 12-13. Deaconesses shall be women who are active members of this church for at least one (1) year, possessing the qualifications described in 1 Timothy 3:11.

### 8.2 Responsibilities.

8.2.1 Deacons and Deaconesses are responsible for assisting the Elders in the general care and the everyday operation of the church. They will perform duties as assigned by the Board of Elders (Acts 6:1-4).

### 8.3 Selection of Deacons and Deaconesses.

8.3.1 The nomination and selection process of the Deacons and Deaconesses shall be done in a similar manner as for the selection of Elders (See Article IV, Section 5).

8.3.2 The Board of Elders shall select one deacon to serve as the Chairman of the Board of Deacons.

### 8.4 Term of Office.

8.4.1 Deacons and Deaconesses shall serve for a term of two (2) years. Each Deacon or Deaconess shall be Biblically evaluated at the end of each year as to their continued qualification to serve. At the end of two (2) years, a deacon or deaconess may serve another term if they are nominated again, Biblically qualified, and approved by the Board of Elders. After two consecutive terms, a deacon or deaconess is required to step down for one (1) year before he or she is qualified to serve another term.

### 8.5 Removal of Deacons or Deaconesses.

8.5.1 Any Deacon or Deaconess may be immediately removed or dismissed from office if he or she does not agree with the Statements of Faith stated in these bylaws, becomes spiritually

unqualified or the physical, mental, or emotional inability of such Deacon or Deaconess to serve in their office as solely determined in the discretion of the Board of Elders.

**Article IX.**  
**Church Membership**

9.1 Requirements for Becoming a Church Member

The following are the requirements for joining the membership of this church.

9.1.1 The individual must be “born again” having received Jesus Christ as their Lord and Savior. In other words, the individual must be a Christian. (John 1:12; John 3:16; Romans 10:9-10)

9.1.2 The individual must have been baptized as a personal profession of their faith in Christ subsequent to their salvation. (Matthew 28:19; Acts 16:30-34)

9.1.3 The individual must be committed to:

- A. The Lordship of Christ and to His church.
- B. The purpose and priorities of LHBC
- C. Faithful stewardship of one’s gifts, talents, abilities & resources within the church
- D. Submit and be accountable to this church’s body and its leadership.

9.1.4 This commitment is expressed in the Church Membership Application and the Church Membership Commitment form, as amended by the Board of Elders from time to time.

9.1.5 The individual must attend and complete the LHBC Membership Class.

9.1.6 The individual must complete an LHBC Membership Application and Membership Commitment form and be approved for membership by the Board of Elders.

9.2 Categories of Church Members

9.2.1 *Active Members* are members who are actively and faithfully:

- A. Attending the church service(s), functions and activities of the church, participating in the life of the church,
- B. Serving within the ministry of the church through the stewardship of their God-given gifts, talents and abilities, and
- C. Supporting the church through the faithful stewardship of their God-given resources

9.2.2 *Inactive Members* are members who are not faithfully attending, serving within and supporting the church. In other words, they are those members who are not fulfilling their

responsibilities as an “active member.” They will be exhorted by the elders to be “active” or to eventually be removed from the membership.

9.2.3 *Non-resident Members* are members who were at one time “active members,” but because of geographical reasons are unable to attend and participate in the church life and its ministry. They have expressed a desire to continue to be identified and associated with this church body and to maintain their membership in this church.

9.2.4 *Temporary Members* are members who are in the geographical area of this church for a temporary period of time because of education, employment or other reasons. They have expressed and demonstrated a desire for LHBC to be their “church home” during their stay in the area.

### 9.3 Process for Becoming a Church Member

9.3.1 The individual interested in becoming a member will attend and complete the church’s Membership Class. Attending and completing this class is a requirement for church membership. The Board of Elders will determine the frequency and dates the class will be offered.

9.3.2 Upon completion of the class, the individual will be given the opportunity to prayerfully consider applying for membership. Those wanting to apply will complete, sign and turn a Membership Application and Membership Commitment into the elders.

9.3.3 The applicant will have a personal interview with members of the Board of Elders.

9.3.4 Those approved for membership by the Board of Elders will then be officially received into the membership during a church service.

### 9.4 Removal of a Church Member

9.4.1 A church member can be removed from the membership by any of the following:

- A. If a member is no longer fulfilling his or her responsibilities of being a member as stated in these Bylaws, the Membership Application and Membership Commitment and as evaluated by the Board of Elders.
- B. If a member has been determined by the Board of Elders to be in the last step in the Biblical process of church discipline as taught in Matthew 18:15-20. Those members refusing to respond to the last step of church discipline by Biblically confessing, repenting and forsaking their sin(s) will be immediately removed from the membership.

## 9.5 Church Discipline

9.5.1. Members of this church and all other professing Christians who regularly attend or fellowship with this church who promote false doctrine, or who engage in conduct that violates Scripture as determined by the Board of Elders, shall be subject to church discipline, including dismissal according to Matthew 18:15–18.

9.5.2 The determination of the dismissal and any other discipline, including but not limited to public statements made to the congregation at the third or fourth stages of church discipline, shall be final and binding (with no rights of appeal) on the Members and all other professing Christians who regularly attend or fellowship with this church.

9.5.3 Members of this church who are under discipline by the church, as defined in the previous paragraphs, shall be subject to the discipline whether or not he or she resigns as a member of the church once the discipline process has commenced.

### **Article X.**

#### **Licensing, Ordination, and Commissioning**

##### 10.1 Licensing

10.1.1 A license may be issued by the Board of Elders in recognition of a man's call to serve in the ministry of this church. It will allow him to perform any ecclesiastical duties and functions of the church and to receive any benefits or allowances granted by the government.

10.1.2 Licenses can be issued at any time by the Board of Elders and will be evaluated as necessary. A license is valid while the individual is serving in this church's ministry and can be revoked at any time as the Elders deem necessary and upon notice to the licensee.

##### 10.2 Ordination

10.2.1 Ordination refers to the unanimous recognition by the Board of Elders of a man's call by God to the vocational ministry, preparation as a pastor / shepherd and qualification to serve. Ordination shall be conferred for life, as long as the man continues to manifest the qualifications of an elder in 1 Timothy 3:1-7 and Titus 1:6-9. If he is no longer above reproach (disqualified from ministry) the Board of Elders can revoke the ordination at any time.

10.2.2 When a man requests to be ordained, the Board of Elders will select a council of elder-qualified men to examine him in areas such as: salvation, spiritual life, call to the ministry, Bible, theology (doctrine), contemporary issues, church history and practical theology. After the examination, this council will make a recommendation to the Board of Elders concerning the man's readiness for ordination. The decision to ordain the man shall be made by the unanimous consent of the Board of Elders.

### 10.3 Commissioning

10.3.1 In the case where ordination would be unnecessary or inappropriate, but local church certification is required for ministry, an individual can be commissioned by the Board of Elders as a “minister”. This authorization continues as long as the certification is required and the individual remains qualified to serve.

## **Article XI.** **Finances**

11.1 The ministry of the Living Hope Bible Church is entirely dependent upon God. We believe God works in and through the prayers, service and sacrificial giving of the believers in this church.

11.2 All gifts received by this church will be used to glorify God by furthering the work of the Great Commission (Matt 28:18-20) through this church and throughout the world (See Purpose Statement - Article II).

## **Article XII.** **Officers**

12.1 Officers. The officers of the Corporation shall be current active members of the Board of Elders or the Board of Deacons. There shall be a President, one or more Vice Presidents, a Secretary and a Treasurer, each of whom shall be appointed by the Board of Directors. Other officers and assistant officers may be elected or appointed by the Board of Directors, such officers and assistant officers to hold office for such period, have such authority and perform such duties as are provided in these Bylaws or as may be provided by resolution of the Board of Directors. Any officer may be assigned by the Board of Directors any additional title that the Board of Directors deems appropriate. Any two or more offices may be held by the same person.

12.2 Election and Term of Office. The officers of the Corporation shall be elected each year by the Board of Directors at the annual meeting of the Board of Directors. Unless an officer dies, resigns, or is removed from office, he or she shall hold office until the next annual meeting of the Board of Directors or until the officer’s successor is elected and assumes the office, whichever is later.

12.3 Vacancies. A vacancy in any office created by the death, resignation, removal, disqualification, creation of a new office or any other cause may be filled by the Board of Directors for the unexpired portion of the term or for a new term established by the Board of Directors.

12.4 Resignation. Any officer may resign at any time by delivering written notice to the President, a Vice President, or the Secretary of the Corporation or by giving notice at any meeting of the Board of Directors. Any such resignation shall take effect at the time specified in the notice, or if the time is not specified, upon delivery of the notice and, unless otherwise specified in the notice, the acceptance of such resignation shall not be necessary to make it effective.

12.5 Removal. Any officer or agent elected or appointed by the Board of Directors may be removed from office by the Board of Directors whenever in its judgment the best interests of the Corporation would be served thereby. Such removal shall be without prejudice to the contract rights, if any, of the person so removed.

12.6 President. The President shall be the chief executive officer and subject to the direction and requests of the Board of Directors. In general, the President shall perform all duties as authorized by the Board of Directors.

12.7 Vice President. In the event of the death of the President or his inability to act, the Vice President (or if there is more than one Vice President, the Vice President who was designated by the Board as the successor to the President) shall serve as interim President until a President is appointed by the Board of Directors. The Vice President shall perform such other duties as from time to time may be assigned to him or her by the President or the Board of Directors.

12.8 Secretary. The Secretary shall be responsible for ensuring that minutes are recorded and maintained of meetings of the Board of Directors, and to the extent minutes are recorded of meetings of committees of the Board of Directors; that such minutes are maintained; see that all notices are duly given in accordance with the provisions of these Bylaws or as required by law; be custodian of the corporate records of the Corporation or appoint such person or entity as is appropriate to act as such custodian; ensure that records are kept of the address of each director and of the name and address of each officer; sign with the President, or other officer authorized by the President or the Board of Directors, deeds, mortgages, bonds, contracts, or other instruments; and in general perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned to him or her by the President or the Board of Directors.

12.9 Treasurer. The Treasurer shall have charge of and be responsible for all funds and securities of the Corporation; ensure that monies due and payable to the Corporation from any source whatsoever are properly received and that receipts are given for said monies; ensure that all such monies are deposited in the name of the Corporation in banks, trust companies or other depositories selected in accordance with the provisions of these Bylaws; and in general perform all of the duties incident to the office of Treasurer and such other duties as may be assigned to him or her by the President or the Board of Directors. If requested by the Board of Directors, at the Corporation's expense, the Treasurer shall give a bond for the faithful discharge of his or her duties in such amount and with such surety or sureties as the Board of Directors may determine.

12.10 Salaries. Except as otherwise authorized by the Board of Directors, the Officers shall serve without salary unless they are employees of the Corporation. No officer shall be prevented from receiving a salary by reason of the fact that he or she is a director of the Corporation. Officers may receive reimbursement for expenditures incurred on behalf of the Corporation upon approval of the Board of Directors.

**Article XIII.**  
**Employees**

13.1 The Board of Directors may establish such positions of employment as it deems desirable and the compensation committee shall fix the compensation for such positions.

**Article XIV.**  
**Administrative Provisions**

14.1 Books and Records. The Corporation shall keep at its principal or registered office copies of its current Articles of Incorporation and Bylaws; correct and adequate records of accounts and finances; minutes of the proceedings of the Board of Directors, and any minutes which may be maintained by committees of the Board of Directors; records of the name and address of each director and officer; and such other records as may be necessary or advisable. All books and records shall be made available for review at any reasonable time to inspection by any officer, director, or elder of this Church.

14.2 Accounting Year. The accounting year of the Corporation shall be the twelve months ending December 31<sup>st</sup>.

14.3 Rules of Procedure. The rules of procedure at meetings of the Board of Directors and committees of the Board of Directors shall be in accordance with the Bible which is the Word of God.

**Article XV.**  
**Amendments**

15.1 These Bylaws may be altered, amended or repealed and new Bylaws may be adopted by the unanimous vote of the Board of Elders in office except in the event that the Board of Elders only consists of at least one Elder of the church who is a Pastor and has so served LHBC for less than five (5) years. In such event, any amendment to the Bylaws shall be adopted by the unanimous vote of the Board of Elders and the Chairman of the Board of Deacons.

THE FOREGOING BYLAWS were adopted by the Board of Directors and the Board of Elders [and/or the Chairman of the Board of Deacons] on \_\_\_\_\_, 2015.

\_\_\_\_\_  
, Secretary

## **ATTACHMENT 1**

### **Meetings of Directors**

A. Annual Meeting. The annual meeting of the Board of Directors shall be held during the last quarter of the year but no later than November 30<sup>th</sup> for the purpose of electing officers and transacting such business as may properly come before the meeting. If the day fixed for the annual meeting is a legal holiday at the place of the meeting, the meeting shall be held on the next succeeding business day. If the annual meeting is not held on the date designated therefor, the Board of Directors shall cause the meeting to be held as soon thereafter as may be convenient. Notice of the annual meeting of the Board of Directors shall be made as set forth herein.

B. Regular Meetings. Regular meetings of the Board of Directors, or any committee designated and appointed by the Board of Directors, may be specified as to the date, time and place for the holding of such regular meetings by the adoption of a resolution of the Board of Directors, or, in the case of a committee, by a resolution of the committee. Notice of such meetings for either the Board of Directors or committees is not necessary other than said resolutions. If such a resolution has not been adopted, then notices of regular and special meetings shall be given as set forth herein.

C. Special Meetings. Special meetings of the Board of Directors or any committee designated and appointed by the Board of Directors may be called by or at the written request of the President or any two (2) directors, or, in the case of a committee meeting, by the chairman of the committee. The person or persons authorized to call special meetings may fix any place within or outside of the State of Washington as the place for holding any special Board of Directors or committee meeting. Notice of special meetings of the Board of Directors or committees shall be made as set forth herein.

D. Meetings by Telephone. Members of the Board of Directors or any committee designated by the Board of Directors may participate in a meeting of such Board of Directors or committee by means of a conference telephone or similar communication equipment; provided, all persons participating in the meeting can hear each other at the same time. Participation by such means shall constitute presence in person at a meeting.

E. Action by Board Without a Meeting. Any action which could be taken at a meeting of the Board of Directors may be taken without a meeting if a written consent setting forth the action so taken is signed by each of the directors. Such written consents may be signed in two or more counterparts, each of which shall be deemed an original and all of which, taken together, shall constitute one and the same document. Any such written consent shall be inserted in the minute book as if it were the minutes of a Board of Directors meeting.

F. Place of Meetings. All meetings shall be held at the principal office of the Corporation or at such other place within or outside of the State of Washington designated by the Board of Directors, by any persons entitled to call a meeting or by a waiver of notice signed by all of the directors.

G. Notice of Meetings. Notice of annual and special meetings of the Board of Directors or of a committee shall be given to a director or committee member in writing or by personal communication

with the director or committee member not less than three (3) calendar days before the meeting. Notices in writing may be hand delivered, emailed, or sent by U.S. mail to the director or the committee member at his address shown on the records of the Corporation. Neither the business to be transacted at, nor the purpose of, the annual meeting nor any special meeting need be specified in the notice of such meeting, unless specifically required by the Articles of Incorporation or these Bylaws. If a notice is delivered by mail, the notice shall be deemed effected when deposited in the official government mail properly addressed with postage prepaid.

H. Waiver of Notice.

i. Written Waiver of Notice. Whenever any notice is required to be given to any director under the provisions of these Bylaws, the Articles of Incorporation or applicable Washington law, a waiver thereof in writing, signed by the person or persons entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice. Neither the business to be transacted at, nor the purpose of, any regular or special meeting of the Board of Directors need be specified in the waiver of notice of such meeting.

ii. Waiver of Notice by Attendance. The attendance of a director at a meeting shall constitute a waiver of notice of such meeting, except where a director attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened.

I. Quorum. A simple majority of the number of directors in office shall constitute a quorum for the transaction of business at any meeting of the Board of Directors. If a quorum is not present at a meeting, a majority of the directors present may adjourn the meeting and set a date and time for the meeting to reconvene without further notice.

J. Manner of Acting. The act of the majority of the directors present at a meeting at which there is a quorum shall be the act of the Board of Directors, unless the vote of a greater number is required by these Bylaws, the Articles of Incorporation or applicable Washington law.

K. Presumption of Assent. A director of the Corporation present at a meeting of the Board of Directors at which action on any corporate matter is taken shall be presumed to have assented to the action taken, unless the director's dissent or abstention is entered in the minutes of the meeting or the director files a written dissent or abstention to such action with the person acting as secretary of the meeting before the adjournment of the meeting or forwards such dissent or abstention by registered mail to the Secretary of the Corporation immediately after the adjournment of the meeting. Such right to dissent or abstain shall not apply to a director who voted in favor of such action.

## **ATTACHMENT 2**

### **Committees**

A. Vacancies. Except as otherwise provided herein in these Bylaws, the Board of Directors shall have the power to fill vacancies in, to change the size or membership of, and to discharge any committee.

B. General Powers and Limitations. Each committee shall have and exercise the authority of the Board of Directors in the management of the Corporation, subject to such limitations as may be prescribed by the Board of Directors; except that no committee shall have the authority to: (a) amend, alter or repeal these Bylaws; (b) elect, appoint or remove any member of any other committee or any director or officer of the corporation; (c) amend the Articles of Incorporation; (d) adopt a plan of merger or consolidation with another corporation; (e) authorize the sale, lease or exchange of all or substantially all of the property and assets of the Corporation not in the ordinary course of business; (f) authorize the voluntary dissolution of the Corporation or revoke proceedings therefor; (g) adopt a plan for the distribution of the assets of the Corporation; or (h) amend, alter or repeal any resolution of the Board of Directors. The designation and appointment of any such committee and the delegation thereto of authority shall not operate to relieve the Board of Directors or any individual director of any responsibility imposed upon the Board of Directors or any individual director by law, the Articles of Incorporation or these Bylaws.

C. Composition. Committee members are not required to be a member of the Board of Directors or officer of the Corporation. The Board of Directors has sole discretion as to the number and qualification of the committee members.

D. Quorum and Manner of Acting. A majority of the members of a committee shall constitute a quorum, so long as a majority of the directors on the committee are present. An act of the majority of the members of a committee present at a meeting at which a quorum is present shall be the act of the committee.

E. Vacancies. A vacancy in a committee position due to death, resignation, removal, disqualification or any other cause may be filled by the committee Chairman or the Board of Directors for the unexpired portion of the term or for a new term established by the committee Chairman or the Board of Directors.

F. Resignation. Any member of any committee may resign at any time by delivering written notice thereof to the President or Secretary of the Corporation or the Chairman of such committee, or by giving written notice at any meeting of such committee. Any such resignation shall take effect at the time specified in the notice, or if the time is not specified, upon delivery of the notice. Unless otherwise specified in the notice, the acceptance of such resignation shall not be necessary to make it effective.

G. Removal of Committee Members. The Board of Directors, by resolution adopted by a majority of the directors in office, may remove from office, with or without cause, any member of any committee elected or appointed by the Board of Directors.