

# **New Hope Community Church By-Laws**

**Amended October 18, 2017**

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## ARTICLE I            NAME

The name of this church shall be **NEW HOPE COMMUNITY CHURCH OF CLOVIS, CALIFORNIA, INC.**

## ARTICLE II            PURPOSE, COVENANT & PRACTICES

### Section A            Purpose

The purpose of this church shall be:

1. To glorify God (I Corinthians 10:31; Romans 15:5-9).
2. To evangelize its community and the rest of the non-believing world by faithfully proclaiming the Gospel of Jesus Christ (Matthew 28:19-20; Mark 16:15-16).
3. To edify itself by bringing believers to spiritual maturity and by effectively ministering to other believers in the body of Christ. (Ephesians 4:11-16; I Peter 4:10-11; II Timothy 3:16-17).
4. To expand its ministry of evangelism and edification through home and foreign missions (Acts 1:8, 13:1-4).

### Section B            Covenant

The covenant by which this church exists, by which its members associate themselves as a distinct body, and which every member must accept, is composed of the following:

#### 1. **Authority of the Bible:**

The 66 books of the Old and New Testaments are the verbally inspired Word of God; they are without error in the original writings; and they are the authoritative, complete and final written revelation of God.

*(Mt 5:18; 2Tim 3:15-17; 2Peter 1:19-21; Rev 22:18-19)*

#### 2. **The Trinity of God:**

There is only one God, eternally existent in three (3) persons: Father, Son and Holy Spirit, who are co-equal in their essential nature, attributes and perfection; and each of whom is to be honored and worshipped as God.

*(Deut 6:4; Mt 28:19; 2Cor 13:14; Acts 5:3-4; John 4:24; Mt 3:16-17)*

#### 3. **The Person of Jesus Christ:**

Jesus Christ was begotten in the flesh by the Holy Spirit, was born of a virgin, without sin, true God and true Man, and the only mediator between God and man.

*(Gen 3:15; Mt. 1:18-25; John 1:1-3, 14; Colossians 2:9)*

#### **4. The Work of Jesus Christ**

The death of Jesus Christ paid for all sin, completely satisfied the righteous wrath of God against all sin, and provided redemption and forgiveness for all who believe. After His death, Jesus Christ arose bodily from the dead, was seen by many during a period of forty (40) days, and then ascended into Heaven to appear before God as our Advocate and Intercessor from which place He will someday return to establish His Kingdom on earth.

*(Is 53:5-6; Lk 24:36-43; Jn 1:18, 3:16, 20:25-28; Acts 1:6-11; Rom 3:31-36; I Cor 15:3-8, 20:25-23; Gal 3:13; Col 1:13-14; I Thess 4:13-18; Titus 2:13; I Peter 1:18-19, 2:24; I Jn 2:1-2; Rev 20:6)*

#### **5. The Ministry of the Holy Spirit**

The Holy Spirit is that Person of the Triune Godhead Who convicts individuals of sin, causes spiritual birth, baptizes all believers into the Body of Christ, indwells, seals, sanctifies, guides, teaches, and fills believers so that they are enabled to live a Godly life.

*(Jn 3:5, 14:16-17, 26; Acts 1:8, 5:3-4; Rom 8:9-14; I Cor 2:10-11, 6:11, 19, 12:4-13; II Cor 3:18; Gal 5:16-18, 22, 23; Eph 1:13-14, 4:30, 5:18-21)*

#### **6. The Creation and Fall of Man**

The physical and material universe was created by God. Man was created by God in His own image, but sinned through his personal disobedience to the revealed will of God; as a result, all mankind is sinful in nature and practice, is unable to save itself, and faces eternal separation from God

*(Genesis 1:1, 26-27, 2:7, 18-24, 3:1-14, 9:6; Matthew 19:4; Mark 7:21-23; John 8:42-44; Romans 1:18, 3-10, 23, 5:12; Ephesians 2:1-3)*

#### **7. The Salvation of Man**

Salvation from sin, death and hell is eternal; is the free gift of God's grace and is based upon God's will that all should come to repentance, and is received by any individual who, through personal faith and belief in Jesus Christ, accept Him as their personal Savior. This salvation is not received by, nor based on any sacrament, merit or good work on our (mankind's) part. *(John 1:11-13, 3:16, 5:24, 10:28-30, 14:6; Acts 16:31; Romans 3:23-26, 5:8, 6:23, 10:9-10; Ephesians 2:8-10; Titus 3:5; Hebrews 7:24-25; I Peter 8:18-19; I John 5:11-13)*

#### **8. The Destiny of Man**

All believers will be resurrected to spend eternity in a new heaven and a new earth. All non-believers will be resurrected to stand before God's throne of judgment where they will be sentenced to everlasting punishment and separation from God.

*(Matthew 25:46; John 3:16, 5:24, 10:27-30; Romans 5:1, 6:23; I Thessalonians 1:9-10, 4:13-18; II Thessalonians 1:7-10; I John 5:13; Revelation 20:11-15, 22:3-4)*

#### **9. The Church**

The Church of Jesus Christ consists of all those who truly believe on the Lord Jesus Christ as their Lord and Savior *(I Corinthians 10:32; Acts 2:1-42; Ephesians 1:1-23)*

## **10. Angels and Satan**

All angels were created by God, but some chose to rebel against Him (including Satan), and as a consequence will spend eternity in hell. Satan is a real personality, actively rebelling against God.

*(Isaiah 14:13-14; Ezekiel 28:13-17; Ephesians 6:11-12; Hebrews 1:4-14  
II Peter 2:4; Jude 6; Revelation 12:1-10, 20:10)*

## **Section C Practices**

In addition to the Purpose set forth in Article II. Section A, and the Covenant set forth in Article II. Section B, the members of this Church agree to the following practices as part of our belief:

1. Water baptism by immersion in the name of the Father, and of the Son, and of the Holy Spirit *(Matthew 28:19; Acts 2:38, 8:38-39)*
2. The Bread and the Cup as symbols of the body and shed blood of our Lord, Jesus Christ *(Matthew 26:26-29; I Corinthians 11:23-26)*.
3. Church discipline in the manner outlined in Matthew 18:15-17 and I Corinthians 5.
4. The work of evangelism in personal and pastoral ministries *(Acts 5:42; II Timothy 4:5)*
5. The ministry of prayer on behalf of those entrusted to one's care. *(Acts 6:4; James 5:14-16)*
6. Preaching and teaching the Bible as the final authority in all that is said and done *(II Timothy 4:2-4)*.

## **ARTICLE III AUTHORITY AND ASSOCIATION**

### **Section A Primary Authority**

The Primary Authority in this Church rests in Jesus Christ as the Head of the Church. This authority has also been transmitted to and is expressed within the completed Holy Scriptures as to all matters of faith and practice.

### **Section B Secondary Authority**

The Secondary Authority in this Church rests in its members and elders. The members exercise their authority by directly carrying out the responsibilities set forth in Article IV of these By-Laws, which includes the selection of its leaders. The Elders exercise their authority by carrying out the responsibilities set forth in Article VI of these By-Laws. The members and the Elders are accountable both to Jesus Christ and to each other.

### **Section C Local Autonomy**

This Church is not subordinate to any other ecclesiastical body, and shall forever insist on its sovereign right to control all its affairs, both spiritual and material, independently of the control of any organization other than its own. Any association it may have with any other church, group of churches, conference or other organized body shall always be deemed a purely voluntary association. The continuance of any such association shall be wholly subject to the will and action of the Members of the Church.

## **Section D Association**

This Church voluntarily associates with the National Association of Evangelicals.

## **ARTICLE IV MEMBERS**

### **Section A Authority**

The Members shall have secondary authority in this Church, as set forth in Article III. Section B.

### **Section B Membership**

#### 1. Admission

Any person who requests membership and is willing to submit to the authority of the Church in matters of Spiritual Life and Discipline may become a Member of this Church upon the satisfaction of the following requirements:

- a. Public confession of faith in the Lord Jesus Christ as the Son of God and as personal Savior.
- b. Believer's Baptism in the name of the Father, and of the Son and of the Holy Spirit.
- c. Agreement with the Statement of Faith of this Church as set forth in Article II.

The Board of Elders shall review all requests for Membership and approve the reception of the Member if the foregoing requirements are met.

#### 2. Transfer or Withdrawal

Any Member may withdraw or transfer their membership by submitting a written request to the Board of Elders.

#### 3. Dismissal

In a manner consistent with Matthew 18:15-17, a Member may be dismissed and have his name removed from the Membership Roll by the Board of Elders when any of the following conditions exist:

- a. Prolonged and inexcusable lack of interest and failure to attend the services of this Church, except for illness or advanced age.
- b. Persistent engagement in sinful practices without repentance.
- c. Denial of faith in the Lord Jesus Christ as the Son of God and as personal Savior.
- d. Avocation, propagation or holding any belief contrary to those set forth in Article II.

#### 4. Restoration

Former Members who have transferred, withdrawn or been dismissed may have their membership restored in a manner consistent with the regulations which govern the reception of Members if there has been resolution of any past issue that may have led to a dismissal.

5. Rights and Privileges
  - a. A Member who has reached the age of eighteen (18) shall be a voting Member of this Church.
  - b. All Members may participate in the ministries of this Church.
  - c. Any Member who becomes dissatisfied with any action or procedure of this Church or any of its Boards, believing that the action or procedure is in violation of these By-Laws, may present his case in written form to the Board of Elders. If that Member is denied a hearing before that Board, or is dissatisfied with that Board's response at the hearing, that Member may submit the matter in written form at the next meeting of the Members.

### **Section C Responsibilities**

The voting members of this Church shall:

1. Nominate and elect the members of the Board of elders in a fashion consistent with the terms of office of that Board.
2. Approve all Pastors
3. Nominate and elect the members of the Deacon Board.
4. Approve the dismissal of any Elder or Pastor of this Church
5. Approve the annual budget
6. Approve the association or disassociation of this Church with any other church, group of churches, conference or other organized body.
7. Approve acquisition or transfer of real property owned, leased or otherwise controlled by this Church.
8. Approve all loans made by or to this Church.
9. Approve all amendments to these By-Laws.
10. Approve the licensure and ordination of its Pastors and certain missionaries.
11. Approve the sending and support of missionaries.
12. Determine the non-profit organization to which remaining assets shall be distributed if this corporation ever dissolves.

### **Section D Meetings**

#### **1. Regular Meetings**

The Annual Meeting of the Members shall be held once a year, the exact date to be set by the Board of Elders.

#### **2. Special Meetings**

A Special Meeting of the Members may be called at anytime by the Board of Elders.

#### **3. Notice**

The date, time and place of each meeting shall be announced from the pulpit, and this information as well as the agenda shall be published in the Sunday bulletin on at least two (2) consecutive Sundays immediately preceding the date of the meeting.

**4. Agenda**

The agenda of each meeting shall be organized by the Board of Elders. A voting member may exercise his rights under Section B, Subsection 5 of this Article to place an item on the agenda, provided the Board of elders are notified of the nature of the item at least twenty (20) days prior to the date of the particular meeting,

**5. Quorum**

The Members present, of whatever number, shall constitute a quorum, provided that proper notice of the meeting was given as set forth in these By-Laws.

**6. Voting**

- a. The method of voting shall be selected by the Moderator, except that any one voting Member present may direct that a vote be taken by written ballot. In addition, a written ballot shall be required for the election, approval or dismissal of any Elder or Pastor.
- b. A majority of the voting Members present shall be empowered to render a decision, except as otherwise provided in these By-Laws.

**7. Moderator**

The Chairman of the Board of Elders or the Senior Pastor shall serve as Moderator of each meeting of the Members.

**8. Minutes**

The Secretary of the Board of Elders shall be responsible for the taking of minutes at each meeting. Such minutes shall be kept on file at the principal business office of this Church and shall be made available for examination upon the request of any Member. Such minutes shall be read, corrected and approved at the subsequent meeting of the Members.

**9. Other Rules of Procedure**

Except as otherwise set forth in these By-Laws, each meeting shall be conducted in a manner consistent with the most recent edition of Robert's Rules of Order, unless all the Voting Members present agree to waive particular requirements of those rules.

**ARTICLE V PASTORAL STAFF**

**Section A Authority**

The Senior Pastor shall have authority to oversee and conduct the pastoral and teaching ministries of this Church, subject only to the authority expressly granted to the Members in Article IV, and to the authority expressly granted to the Board of Elders in Article VI.

**Section B      Accountability**

The Senior Pastor shall be responsible for the work and ministry of all Pastors, Ministry Staff and Support Staff.

**Section C      Qualification**

A member of the Pastoral Staff shall:

1. Meet the requirements of an elder as set forth in I Timothy 3:1-7; Titus 1:5-9, and I Peter 5:1-4.
2. Be willing to preach, teach and otherwise support and uphold the beliefs and practices set forth in Article II.
3. Be a Voting Member.

**Section D      Method of Selection**

Each Pastor shall be selected as follows:

1. The Board of Elders shall receive recommendations from the Senior Pastor in the calling of Associate Pastors.
2. In order to select a Senior Pastor, the Congregation shall be asked to join the Board of Elders in prayer to seek the wisdom of God so that a man of God may be found to fill that position. The contact, interview and presentation of the man shall be in the hands of the Board of Elders.
3. The Board of Elders will examine the candidate as to his doctrinal beliefs and spiritual qualifications, as well as his general suitability and competence to carry out the responsibilities of the Senior Pastor.
4. Upon the recommendation, by three-fourths (3/4) vote of the Board of Elders, a prospective Pastor shall be submitted to the Members of this Church at a duly called meeting. A three-fourths (3/4) favorable vote by the Voting Members present shall be required for approval.
5. In addition, a prospective Senior Pastor shall be required to preach at least two (2) different sermons at Church-wide Sunday services prior to his submission to the Members for approval.

**Section E      Dismissal**

The grounds and method of dismissal shall be as set forth in Article VI, Section B, Subsection 5.

**Section F      Vacancies**

Upon the death, resignation or dismissal of any Pastor, a successor, if needed, shall be selected by the method set forth in Section D of this Article.

**Section G      Responsibilities**

The Pastors of this Church shall:

1. Supervise the Church-wide Sunday Services
2. Supervise the administration of the ordinances of Baptism and Communion.
3. Provide spiritual leadership to the Board of Elders.
4. Supervise the licensing and ordination processes.
5. Serve as members of the Board of Elders.

## ARTICLE VI      BOARD OF ELDERS

### Section A      Authority

The Board of Elders shall serve as the corporate directors of this Church. Therefore, this board shall have the authority to oversee the management of all activities and affairs of this Church, and to exercise the corporate powers of this Church, subject only to the authority expressly granted to the Members in Article IV, and to the authority expressly granted to the Senior Pastor in Article V.

### Section B      Composition

1. This Board shall be composed of the following:
  - a. The Pastoral Staff
  - b. No less than five (5) and no more than fifteen (15) men elected by the Voting Members.
2. Terms of Office
  - a. The Pastoral Staff shall serve until death, resignation or dismissal.
  - b. Those elected by the Voting Members shall serve staggered three (3) year terms, and may be re-elected to serve additional terms.
3. Qualifications
  - a. Be a Voting Member of this Church
  - b. Meet the requirements of an Elder as set forth in I Timothy 3:1-7; Titus 1:5-9; I Peter 5:1-4.
  - c. Be willing to support and uphold the beliefs and practices set forth in Article II.
4. Selection
  - a. Voting Members shall submit nominations for the office of Elder to the Board of Elders for approval at a time to be established by that Board.
  - b. The Board of Elders will determine the suitability of the candidate for the office of Elder.
  - c. Upon the recommendation, by two-thirds (2/3) vote of the Board of Elders, a prospective Elder will be submitted to the Members of this Church at a duly called meeting. A three-fourths (3/4) favorable vote by the Voting Members shall be required for approval.
5. Dismissal
  - a. The grounds for dismissal shall be:
    1. The inability to perform his duties
    2. Immorality
    3. Advocating any belief or practice contrary to those set forth in Article II.
    4. Found to no longer meet the qualifications of an Elder as set forth in I Tim 3:1-7; Titus 1:5-9; I Peter 5:1-4.

- b. The Voting Members of this Church, by a two-thirds (2/3) vote of those present at a duly-called meeting of the Members, may dismiss a member of this Board who is unwilling to resign, in a manner consistent with Matthew 18:15-17, upon the recommendation of the Board of Elders. This recommendation shall be by a two-thirds (2/3) vote.

6. Vacancies

Vacancies shall be filled in compliance with Section B, Subsection 4 of this Article.

### **Section C Responsibilities**

The Board of Elders shall:

1. Elect from among its own members a Chairman, Secretary and Treasurer, who will serve as the corporate officers. Each will serve a one-year term, which may be successive.
2. Recommend all Pastors and Missionaries to the Members for approval.
3. Recommend by two-thirds (2/3) vote, the dismissal of any Elder or Pastor.
4. Consider acceptance of any designated gift.
5. Review all requests for non-budgetary expenditures.
6. Recommend the annual budget to the Members for approval.
7. Oversee the various ministries of this Church.
8. When deemed necessary, bond the Treasurer and any other Board Member or remunerated staff member having custody of corporate funds by a sufficient fidelity bond in an amount set by this Board and paid for by this Church.

### **Section D Meetings**

1. Regular Meetings of this Board shall be held at least monthly on a date, time and place fixed by this Board.
2. A Special Meeting of this Board may be called at any time by its Chairman or any two of its other members.
3. Notice of the date, time and place of each regular or special meeting shall be given to the members of this Board prior to the meeting.
4. The Agenda of each meeting shall be prepared by the Chairman in cooperation with the Senior Pastor. However, any one member of this board shall have the right to place an item on the agenda, provided he notifies the Chairman of the nature of the item prior to the time of the meeting.
5. A Quorum shall be defined as a majority of the Board members
6. Voting
  - a. The method of voting shall be selected by the Chairman of this Board, except that any one member of this board may direct that a vote be taken by written ballot.
  - b. A majority of the Board members present shall be empowered to render a decision, except as otherwise provided in these By-Laws.

- c. Prior or subsequent to the taking of any vote, any Board member may direct that the minutes state how he voted.
7. Minutes of each meeting shall be taken and thereafter kept on file at the principal business office of this Church, where they shall be available for examination upon the request of any member of this Board. At the next meeting such minutes shall be read, corrected and approved by this Board.

## **ARTICLE VII BOARD OF DEACONS**

### **Section A Authority**

The Deacon Board shall have authority to organize itself and, through its commission, serve this Church and assist the Board of elders.

### **Section B Composition**

The Deacon Board shall be composed of male and female Deacons.

1. Term of Office  
The members of this Board shall serve one-year terms of office, which may be successive.
2. Qualifications  
A Member of this Board shall:
  - a. Not be a member of the Board of Elders
  - b. Be a Voting Member of this Church
  - c. Meet the Biblical requirements set forth in Acts 6:2-3, I Timothy 3:8-13 and Romans 16: 1-2.
  - d. Be willing to support and uphold the beliefs and practices set forth in Article II.
3. Selection
  - a. The number of Deacons shall be determined by the Board of Elders
  - b. The Board of Elders shall recommend prospective Deacons to the Members at a duly called meeting for approval. The recommendations must come by two-thirds (2/3) vote of the Board.
  - c. The members shall approve all Deacons by a two-thirds (2/3) vote.
4. Dismissal  
The grounds and method of dismissal shall be as set forth in Article VI, Section B, Subsection 5.
5. Vacancies  
Upon the death, resignation or dismissal of any Deacon, a successor may be selected by the method set forth in Subsection 3 of this Section.

## **Section C            Responsibilities**

The Deacon Board shall:

1. Organize and serve on Commissions established by the Board of Elders. Such commissions may assist in areas such as after-service counseling, aid to the bereaved, baptism, care for the sick and shut-ins, communion, decorations, greeting, hospitality, new members orientation, serving, ushering and visitation.
2. Elect from among its own members a Chairman and Vice-Chairman for one year terms of office, which may be successive.
  - a. The Chairman will preside over all meetings of the Deacon Board.
  - b. The Vice-Chairman shall preside in the absence of the Chairman.
3. Elect from among its own members a Secretary who will take minutes at each of the meetings of this Board. The Secretary shall serve a one-year term, which may be successive.

## **Section D            Meetings**

Meetings of this Board will be conducted according to the guidelines set forth in Article VI, Section D, Subsections 1-6, except that Subsection 1, with regard to the Deacon Board, will read as follow: "Regular Meetings of this Board shall be held at least quarterly on a date, time and place fixed by this Board."

## **ARTICLE VIII       OFFICERS**

### **Section A            President**

The Chairman of the Board of Elders shall serve as the President of this Corporation. The method of selecting and responsibilities of the Chairman are set forth in Article VI, Section D, Subsections 1-6.

### **Section B            Secretary**

The Secretary of the Board of Elders shall serve as the Secretary of this Corporation. The method of selection is set forth in Article VI, Section C, Subsection 1.

1. Responsibilities  
The Secretary shall be responsible to see that the following is accomplished:
  - a. Taking minutes at the meetings of the Board of Elders and at the meetings of the Members.
  - b. Keeping a copy of these minutes available in the principal business office of this Church.
  - c. Keeping at the principal business office of this Church a copy of the current Articles of Incorporation and By-Laws so that they are available upon request for inspection by any Member of this Church.

**Section C Chief Financial Officer**

The Treasurer shall serve as the Chief Financial Officer of this Corporation. The method of selection is set forth in Article VI, Section C, Subsection 1.

1. Responsibilities

The Treasurer shall be responsible to see that the funds of this Church are properly safeguarded, deposited, and that financial records are properly maintained.

**ARTICLE IX INDEMNIFICATION**

Each existing or former member of the Board of Elders, Deacon Board and each existing or former Officer or Staff Member of this Corporation shall be indemnified by this Church against expenses reasonably incurred by him or her in connection with any action, suit or proceeding to which he or she may be a party by reason of being, or having been a member of this Board, an Officer, or a staff Member of this Corporation, except in relation to matters as to which he or she shall finally be adjudged in such action, suit or proceeding to have been derelict in the performance of his or her duty as a member of these Boards, and Officer or a Staff Member.

**ARTICLE X CONFLICTS OF INTEREST**

Each Officer, Staff Member and member of any Board or Committee of this Corporation shall avoid direct or indirect involvement in any action or transaction which might create a conflict between his or her personal interests and the interests of this Church. Nonetheless, such an involvement shall be allowed if unavoidable or necessary, and if he or she makes a full disclosure in written form of the potential or actual conflict of interest, and of all material facts related thereto, in a timely fashion to the particular Board or Committee considering the involvement, action or transaction, and if a disinterested majority of the member of the particular Board or Committee finds that such involvement is neither unfair nor fraudulent, and is to the advantage of this Corporation. Allowance of any such conflict of interest shall be promptly reported to the Board of Elders.

**ARTICLE XI LICENSURE AND ORDINATION**

**Section A Method**

1. This Church, through its pastors, its Board of Elders, and its Members, licenses or ordains its pastors and certain of its missionaries.

2. Any candidate who meets the qualification set forth under Section B of this Article may be recommended by the Pastors and the Board of Elders to the Members for approval. Following this approval, the successful candidate shall be publicly licensed or ordained

**Section B           Qualifications**

A candidate for ordination or licensure shall:

1. Meet the appropriate spiritual qualifications set forth in Scripture by demonstrating these as a habit of life.
2. Be a voting Member of this Church
3. Be in complete agreement with the beliefs and practices set forth in Article II, and be committed to their propagation
4. Successfully complete an appropriate written and/or oral examination prepared and administered by the Board of Elders, or an appropriate Examining Board selected by the Board of Elders.

**ARTICLE XII           AUXILIARY ORGANIZATIONS AND USE OF FACILITIES**

**Section A           Organizations**

Only those organizations that conform to these By-Laws and are subject to the Board of elders shall be a recognized part of this Corporation. Such organizations shall have no authority other than that which is delegated to them by these By-Laws or the Board of Elders. All such organizations shall be committed to the Covenant of this Corporation as set forth in Article II.

**Section B           Use of Facilities**

All usage of these facilities shall meet the standards set by the Board of Elders.

**ARTICLE XIII        AMENDMENTS**

These By-Laws may be repealed, amended or otherwise modified, either in part or in whole, by the Voting Members of this Church, by a three-fourths (3/4) ballot vote of those present at a duly called meeting, provided that notice is given on at least each of the four (4) Sundays preceding such a meeting by means of an announcement from the pulpit and publication in the Sunday bulletin. That notice shall include the date, time and place of such meeting, as well as set forth the complete text of the proposed new provisions, and the full text of the existing provisions that would be repealed or otherwise modified or affected if the amendment is ratified by the Members.

-END-