

Decision Profile

Model Church Bylaws Revisions

Decision Required:

Approval by DEXCOM of revisions to the *Model Church Bylaws*.

Why It's Coming to DEXCOM:

Revisions have been made to mandatory clauses of the *Model Church Bylaws* (MCB) template and therefore must come to DEXCOM for approval. Significant revisions to best practice clauses are also included for DEXCOM approval and awareness.

Background

Churches continue to make progress towards meeting the DEXCOM mandate passed in 2016 that all churches conform to the mandatory core of bylaw elements in the MCB. An update on organized churches completing this initial mandated bylaw review is below:

Initial Review Completion	#	%
Complete	71	96%
In Process	3	4%
Total Churches	74	

The following 3 churches are **in process**:

Rocky Mountain Alliance Church
 Vancouver Fountain Alliance Church
 Vancouver Vietnamese Alliance Church

The mandated five-year review cycle is now into its second group of churches. An update on the progress of organized churches completing this review is below:

Churches Due in 2022		
Five-Year Review Completion	#	%
Complete	8	53%
In Process	7	47%
Total Churches	15	



Churches Due in 2023		
Five-Year Review Completion	#	%
Complete	1	11%
In Process	2	22%
Not Started	6	67%
Total Churches	9	

As work continues to assist churches in their required revision of their bylaws, it was felt that updates to the MCB were appropriate. The District Bylaws Committee recommends the revisions and additions listed by section below. The proposed revised version of the MCB is attached as C.45.1.

Part 2 – Membership

Revision and additions to clause 2.3.3 from:

2.3.3 Member not in Good Standing

All members are in good standing except:

- a) a member who, in the opinion of the Board, has failed to remain active in the church, meaning that the member has been absent from the normal activities of the church for a period of *six (6)* months or more and has not communicated an interest in remaining a member of the church, or
- b) a member who is under discipline¹

2.3.3.1 A Member not in Good Standing may not vote at meetings of the members, nor hold office in the church.

2.3.3.2 A Member not in Good Standing may be returned to Active Member status at the discretion of the Board.

2.3.3.2.1 A Member not in Good Standing who is an Official Worker may only be returned to Active Member status by the Board upon the authorization of the District Superintendent and confirmation that the discipline process is complete and the Official Worker is restored to active ministry.²

[Discipline and restoration of an Official Worker are under the purview of the district, not the Board.]

¹ As outlined in the *Discipline and Restoration Policy for Members of Local Churches of The Christian and Missionary Alliance in Canada* and the *Policy on Discipline, Restoration and Appeal for Official Workers*.

² *Policy on Discipline, Restoration and Appeal for Official Workers, Section 2.2*



To:**2.3.3 Member not in Good Standing**

All members are in good standing except:

- a) a member who, in the opinion of the Board, has failed to remain active in the church, meaning that the member has been absent from the normal activities of the church for a period of **six (6)** months or more and has not communicated an interest in remaining a member of the church, or
- b) a member who is suspended from active membership at the discretion of the Board due to an accusation or allegation of serious misconduct that is the subject of an investigation by the church, the District or a secular authority, or
- c) a member who is under discipline³

2.3.3.1 A Member not in Good Standing may not vote at meetings of the members, nor hold office in the church.

2.3.3.2 A Member not in Good Standing may be returned to Active Member status at the discretion of the Board.

2.3.3.2.1 A Member not in Good Standing who is an Official Worker may only be returned to Active Member status by the Board upon the authorization of the District Superintendent and confirmation that the discipline process is complete and the Official Worker is restored to active ministry.⁴

[Discipline and restoration of an Official Worker are under the purview of the district, not the Board.]

2.3.3.2.2 In respect of a member suspended under section 2.3.3 b), the Board shall consider whether to return the member to Active Member status at the first meeting of the Board following the completion of all relevant investigations, provided that such investigations have not resulted in a finding or charge of criminal conduct or conduct that could result in discipline.

2.3.3.3 Members not in good standing shall not be listed on published membership lists of the church.

³ As outlined in the *Discipline and Restoration Policy for Members of Local Churches of The Christian and Missionary Alliance in Canada* and the *Policy on Discipline, Restoration and Appeal for Official Workers*.

⁴ *Policy on Discipline, Restoration and Appeal for Official Workers*, Section 2.2



Rationale:

The Bylaws Committee had multiple discussions regarding the addition of an abeyance category for membership to address situations where accusations and accusations are made against members and the potential additional timeframe for investigations to be completed. Legal counsel was sought on the matter, who proposed revisions and the addition of clause 2.3.3.2.2. Additionally, to protect the privacy of a member who is not in good standing, clause 2.3.3.3 was added.

Revision of clause 2.5 d) from:

2.5 A person ceases to be a member of the church:

d) upon having not been a member in good standing for 12 consecutive months.

To:

2.5 A person ceases to be a member of the church:

d) upon having been a Member not in Good Standing under 2.3.3 a) for a period of twelve (12) consecutive months.

Rationale:

This revision was made to clarify that subpoint d) applied specifically to clause 2.3.3 a) where a member failed to remain active in the church. It is intended to make the timeframe clearer and separate its applicability from situations such as abeyance in clause 2.3.3.

Part 3 – Government
Revision of clause 3.1 from:

3.1 THE ANNUAL GENERAL MEETING OF THE MEMBERS MUST BE HELD *within the month of* *OR within three (3) months of the end of the fiscal year* ON A DATE SET BY THE BOARD.

[Reminder – financial statements must be presented at the Annual General Meeting and consideration should be given to an appropriate amount of time to allow for financial statements to be completed at the end of the fiscal year. The Canada Revenue Agency requires that T3010 statements must be submitted no later than six months after the end of the fiscal year, therefore six months is the maximum allowable timeframe.]

To:

3.1 THE ANNUAL GENERAL MEETING OF THE MEMBERS MUST BE HELD WITHIN *three (3)* MONTHS OF THE END OF THE FISCAL YEAR ON A DATE SET BY THE BOARD.



[Financial statements must be presented at the Annual General Meeting and consideration should be given to an appropriate amount of time to allow for financial statements to be completed at the end of the fiscal year. Three (3) to four (4) months after the fiscal year end is the optimum and recommended timeframe. The Canada Revenue Agency requires that T3010 statements must be submitted no later than six (6) months after the end of the fiscal year, therefore six (6) months is the maximum allowable timeframe.]

Rationale:

There were multiple churches confused by the options in this clause and greater clarity was desired. As well, multiple churches have amended their bylaws to allow for additional time in the preparation of financial statements, and so advice on an optimum timeframe was also added.

Revision of clause 3.1.4 from:

3.1.4 The members must appoint an independent Chartered Professional Accountant to **compile or review or audit** the church's financial statements for the upcoming year.

To:

3.1.4 **THE MEMBERS MUST APPOINT AN INDEPENDENT CHARTERED PROFESSIONAL ACCOUNTANT TO COMPILE OR REVIEW OR AUDIT THE CHURCH'S FINANCIAL STATEMENTS FOR THE UPCOMING YEAR.**

Rationale:

It was noted that logically, clause 3.1.4 would be the appropriate clause to be mandatory rather than only clause 3.1.3 (recommending an independent Chartered Professional Accountant). In discussion, it was agreed that churches would not be allowed to exclude clause 3.1.4 from their bylaws given its importance and therefore both clauses should be mandatory.

Part 4 – Board of Elders

Revision of clause 4.1.1 from:

4.1.1 If the number of elders falls below three (3) plus the Lead Pastor, the Board must appoint an eligible Active Member to serve until the next Annual General Meeting.

To:

4.1.1 **IF THE NUMBER OF ELDERS FALLS BELOW THREE (3) PLUS THE LEAD PASTOR, THE BOARD MUST APPOINT AN ELIGIBLE ACTIVE MEMBER TO SERVE UNTIL THE NEXT ANNUAL GENERAL MEETING.**



Rationale:

Given that the *Local Church Constitution* requires a minimum of three elders plus the lead pastor, it was recommended that clause 4.1.1 be made mandatory.

Recommendation:

THAT the revisions to the *Model Church Bylaws* be approved.

