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## Information for the Bylaws Committee from the DEXCOM Meeting April 17-18, 2023

1. The following additions and revisions were approved for the *Model Church Bylaws*:

- **Revision and additions to clause 2.3.3 to read as follows:**

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 discipline<sup>1</sup>

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.<sup>2</sup>

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

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<sup>1</sup> 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*.

<sup>2</sup> *Policy on Discipline, Restoration and Appeal for Official Workers*, Section 2.2



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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.

- **Revision of clause 2.5 d) to read as follows:**

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.

- **Revision of clause 3.1 to read as follows:**

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.]

- **Revision of clause 3.1.4 to read as follows:**

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.

- **Revision of clause 4.1.1 to read as follows:**

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.



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2. The following amendments to the Bylaws of the Christian and Missionary Alliance – Canadian Pacific District (CPD) were recommended to District Conference:

- Addition of clause 3.17:

3.17 The District Executive Committee may approve and provide for electronic participation in a District Conference.

In a District Conference where electronic participation is approved, notice of the meeting shall provide instructions for attendance and/or participation in the meeting. Such meetings shall ensure that members have the following capabilities:

- The ability to determine if a quorum is present.
- The ability to enter into discussion and be heard by those in attendance.
- The ability to vote.

- Amendment of clause 7.2 to read as follows:

7.2 The District Executive shall establish the following Standing Committees:

- a) Committee on License and Ordination,
- b) Committee on Finance,
- c) Committee on Bylaws, and
- d) may establish such other committees as it deems necessary or appropriate.

3. The following additions and amendments were made to the DEXCOM Policy Governance Manual:

- Amendments to Section 2, Policy Type: Governance Process

2.9.2 Other than the standing committees on Finance, Licensing and Ordination, and Bylaws, the following principles apply:

2.9.5 The Bylaws Committee exists to assist DEXCOM and the CPD with respect to church and District Bylaws as well as DEXCOM governance-related matters. The Committee Chair will keep DEXCOM informed on matters related to church and District Bylaws and on matters related to DEXCOM governance.



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- Addition of new executive limitations in Section 4, Policy Type: Executive Limitations

4.13 Church Bylaws

The District Superintendent shall not fail to:

4.13.1 Retain a copy of the latest DEXCOM-approved church bylaws for each church in the district.

4.13.2 Ensure that all CPD churches complete a full bylaw review every five (5) years.

4.13.3 Track the compliance of individual churches with the DEXCOM-mandated bylaw revision schedule and report the status of compliance to DEXCOM annually.

4. Janet Kirby was elected to a two-year term as the Associate Governance Officer of DEXCOM until April 2025.
5. It has been identified that multiple church loan agreements in place are not documented and others are well beyond the loan agreement amortization timeframes. The *DEXCOM Policy Governance Manual* is silent on executive limitations for the monitoring of church loans (ex. each church loan has an agreement in place) to strengthen both providing and monitoring of loans.

The Bylaws Committee was assigned the following task:

**Action Item** – The Bylaws Committee to develop executive limitations on church loans in collaboration with the Finance Committee for DEXCOM to review at the October 2023 DEXCOM meeting.

6. The use of non-traditional election processes in church bylaws was approved with the following motion:

**Moved (C. Kinniburgh) and seconded (K. Reimer) to allow for non-traditional election processes in CPD church bylaws with DEXCOM approval.**

**CARRIED**

DEXCOM expressed a desire for there to be a clearly designed election process in each church's bylaws and assigned the following task to the Bylaws Committee:

**Action Item** – The Bylaws Committee to develop a document that clarifies the required elements for an election process for DEXCOM review at the October 2023 DEXCOM meeting.

