

**STANDING RULES AND BYLAWS OF**  
**TRINITY COMMUNITY CHURCH OF CLOVIS, INC.**  
**(REVISED JANUARY 28, 2018)**

**PREAMBLE**

The congregation of Trinity Community Church, Inc., organized and existing under and by virtue of the laws of the State of California, is an ecclesiastical organization and a nonprofit religious corporation. The following combined Standing Rules and Bylaws are adopted as containing the principles of its government.

**ARTICLE I**

**NAME**

This Church shall be identified by the name: “Trinity Community Church of Clovis.”

**ARTICLE II**

**PRINCIPAL OFFICE**

The principal office for the transaction of the business of the Church shall be located at 12168 N. Willow Avenue, Clovis, California 93619

**ARTICLE III**

**MEMBERSHIP**

**Membership Requirements**

**Section 3.1:** The membership of this church shall consist of persons who confess saving faith in Jesus Christ as their Lord and Savior; who have repented of their sins; who give evidence of regeneration by living a life consistent with their profession of faith and the doctrine and

practice of this church; and who have been baptized in obedience to Jesus Christ. Each applicant must affirm and agree to submit to the teaching of Scripture as expressed in the Trinity Community Church Statement of Faith, as well as sign the Trinity Community Church Membership Covenant, thereby promising to honor and abide by the commitments expressed therein. To be admitted into church membership, applicants shall be received by vote of the Elders at any regular or special meeting of the Council of Elders, and shall at that point relinquish their membership in other churches. Applicants who fulfill these requirements shall be considered members in good standing.

### **Membership Responsibilities and Privileges**

**Section 3.2:** Membership within a local church carries both privileges and responsibilities. Members of the church are held accountable to the responsibilities of biblical Christian obligations outlined within the Trinity Community Church Membership Covenant. In signing the Membership Covenant, members attest that they have completed the membership process and are, by God's grace, willingly covenanting to:

- submit to the authority of the Scriptures as the final arbiter on all matters of doctrine and practice (Psalm 119; 2 Timothy 3:14-17; 2 Peter 1:19-21);
- pursue the Lord Jesus Christ through regular Bible reading, prayer, fellowship and practice of spiritual disciplines (Luke 18:1; Acts 17:11; 1 Corinthians 9:24-27; Ephesians 5:1-21; 1 Thessalonians 5:12-22);
- be faithful and consistent in Sunday morning worship attendance at this church (Hebrews 10:25)
- remember Christ's finished work on the cross through regular celebration of The Lord's Table with other believers (Luke 22:14-23; 1 Corinthians 11:27-28);
- faithfully steward the resources God has given each member, including time, talents, spiritual gifts and finances. This stewardship includes service and regular financial giving to this church in a way that is voluntary, cheerful and sacrificial, as the Lord directs (Matthew 25:14-30; Romans 12:1-2; 1 Corinthians 16:2; 2 Corinthians 8-9; 1 Peter 4:10-11);
- live and walk in Spirit-empowered holiness, honesty and integrity in all areas of life as an act of worship to Jesus Christ (1 Peter 1:13-16; 4:1-3);

- take seriously the responsibility of Christian freedom, especially in actions or situations that could present a stumbling block to others (1 Corinthians 8:1-13);
- receive righteous and loving church discipline, when approached biblically by fellow believers (Psalm 141:5; Matthew 18:15-20; 1 Corinthians 5:9-13; Galatians 6:1-3; Hebrews 12:5-11);
- submit to the Elders and Elder-appointed leaders of the church, and diligently strive for unity and peace within the church (Ephesians 4:1-3; Hebrews 13:17; 1 Peter 5:5)
- endeavor by example, service and prayer to encourage others to trust in Jesus Christ as Lord and Savior (Matthew 28:18-20; Acts 1:8);
- walk together in Christian love, exercising Christian care and concern through praying with and for one another, sharing burdens, sorrows and joys with one another, and being slow to take offense and quick to forgive and seek forgiveness from one another (Colossians 3:12-17; James 1:19).

In keeping with the responsibilities and privileges set forth in the Church Membership Covenant, those who are members of this congregation are eligible to serve in the ministries of this church. Non-members may serve on an ad-hoc basis with the approval of the Council of Elders. Non-members may also serve this church for purposes of administration and professional consultation. It is the privilege and responsibility of members to attend all congregational meetings and to vote on such matters as may be submitted by the Council of Elders for congregational vote.

### **Membership Removal and Transfer**

**Section 3.3:** Removal: Members may be removed from membership through (a) failure to abide by the membership requirements; (b) voluntary resignation of membership by one in good standing; (c) a decision by the Council of Elders as a result of the disciplinary process; members are prohibited from voluntarily resigning their membership while subject to the formal disciplinary process; (d) death.

Transfer: When requested in writing, the Council of Elders may grant to a departing member in good standing a letter of transfer to the fellowship of another church. The Council of Elders may

refuse to grant a letter of transfer to any church which is, in the judgment of the Council of Elders, unfaithful to the Gospel (Jude 3).

## **ARTICLE IV**

### **THE CHURCH COUNCIL OF ELDERS**

#### **Council of Elders**

**Section 4.1:** The spiritual affairs, government, and discipline of the church shall be controlled and directed by a Council of Elders which shall be composed of at least nine (9) members, including the staff Elders and non- staff Elders, with the number of Elders at any time being determined by the needs of the ministry and by the call and qualification of men in the church. There shall be at least twice as many non-staff Elders as staff Elders. Together, these men shall comprise the Council of Elders and may appoint other members of the congregation to assist them.

#### **Duties and Authority of Council of Elders**

**Section 4.2:** The Council of Elders is responsible for overseeing and maintaining the spiritual government of the church, for which purpose it has power to inquire into the knowledge and Christian conduct of the members of the church; to decide who shall be members of the church, and to receive them into the communion of the church upon profession of faith in Jesus Christ as Lord and Savior and obedience to Him; to concert the best measures for promoting the spiritual interests of the congregation; to supervise the discipleship, evangelism, missions and care ministries; the work of the Deacons, and all the societies or agencies of the Congregation; to oversee and direct the examination, ordination, and installation of non-staff Elders and Deacons on their election by the congregation.

#### **Worship**

**Section 4.3:** The Council of Elders, in consultation with the Pastors, shall have and exercise exclusive authority in overseeing and approving all public worship in the life of the Church. We are a Christian Church. All members of the public may enter and worship, seek

religious counsel, and avail themselves of our service. Any person entering our doors will respect our rights to manage our facility in accordance with our beliefs and our desire to use that which has been entrusted to us to honor God. We are not a place of general public accommodation. The Council of Elders reserves discretion to determine if any use may or may not be deemed to fall outside of our mission, and whether to permit such use. The Council of Elders has the sole discretion on determining if an activity is within the scope of our mission. Permitting an instance of use outside of our mission does not amount to an endorsement of that use or activity, nor is it a waiver of our right to determine future use.

### **Affairs and Activities of Church**

**Section 4.4:** The Council of Elders shall have authority over all of the affairs and activities of the Church. The Elders in active service on the Council of Elders shall, by reason of their office, be the trustees of the corporation. The Council of Elders may add to any of its committees and may set up, as it deems advisable, special committees responsible to it.

### **Authority Where Conflict**

**Section 4.5:** Should any difference of opinion arise between the Council of Elders and any member, board or organization of the Church, the Council of Elders, as the body having superior responsibility for the welfare and program of the Church, shall have the final authority to make decisions.

### **Contributions**

**Section 4.6:** All contributions and all benevolences shall be expended under the direction of the Council of Elders, which shall hold all such contributions and benevolences solely for the benefit of the Church, free and clear of any putative trust interest claimed in those contributions and benevolences by any denominational and/or ecclesiastical body. Toward that end, the Church, by these Bylaws, expressly revokes any claim by any denominational and/or ecclesiastical body of an express or implied trust in the Church's property including, but not limited to, contributions or benevolences as addressed in this section. The Council of Elders shall carry on a program to educate the members of the Congregation in stewardship.

## **Registers**

**Section 4.7:** The Council of Elders shall keep registers or rolls of persons admitted to or suspended from Church membership. The Council of Elders shall also keep a complete register of marriages and of baptisms.

## **Meetings**

**Section 4.8:** The Council of Elders shall normally hold at least one regular stated meeting each month. Notice of regular scheduled meetings need not be given. The Lead Pastor has the power to convene the Council of Elders in special meetings at any time; he shall always convene it when requested to do so in writing by any two of the Elders. Notice of special meetings shall be given in writing at least five (5) days in advance either by email, telephone or letter so postmarked. Such notice may be waived by unanimous consent. The Council of Elders shall open and close its meetings with prayer.

## **Quorum**

**Section 4.9:** One half of the Elders, with the Moderator, shall be necessary to constitute a quorum. Where, due to vacancies occurring upon the Council of Elders, the number of Elders is reduced to less than the number necessary to constitute a quorum, the remaining Elders may nevertheless elect an Elder pro term or Elders pro term to fill the vacancy or vacancies until such time as they are filled as provided by these by-laws.

## **Decisions of Council of Elders**

**Section 4.10:** Decisions of the Council of Elders shall be binding when passed by a majority of those present and voting.

## **Moderator of Council of Elders**

**Section 4.11:** The Lead Pastor of the Church shall normally be the Moderator of the Council of Elders. Whenever the Lead Pastor is unable to attend or other reasons make it advisable that another Moderator should preside, an elder, in active service, shall be chosen by majority vote of the Council of Elders to serve as the Moderator.

### **Treasurer/Stated Clerk**

**Section 4.12:** The Council of Elders shall annually elect, from its membership, a Treasurer and a Stated Clerk. An elder may serve concurrently as Treasurer and Stated Clerk but no other offices may be held concurrently. The Council of Elders may appoint assistant clerks and assistant treasurers who shall serve at the pleasure of the Council of Elders and shall have such duties and authorities as shall be given them by the Council of Elders.

### **Record**

**Section 4.13:** The Clerk of the Council of Elders shall keep a legible and accurate record of its proceedings.

### **Removal**

**Section 4.14:** Any Elder may be removed from office at any regular or special meeting of the Council of Elders if he is found to be physically or mentally incapacitated or spiritually unqualified (according to pertinent Scripture, including 1 Timothy 3:1–7 and Titus 1:5–9), after thorough corroborating investigation by the Elders (or a duly appointed Committee of the Council, per Article IV, Section 4.4 of these Bylaws, at the sole discretion of the Council), in accord with the procedures prescribed by pertinent Scripture, including Matthew 18:15–18 and 1 Timothy 5:19. When an Elder is removed because of sin that is deemed sufficient to disqualify him from shepherding, and if he refuses to repent from that sin, the removal shall be accompanied by a public rebuke, and notice shall be made before the church and the congregation thereof at a regularly-scheduled worship service as prescribed in 1 Timothy 5:20.

## ARTICLE V

### ORDINATION, LICENSING, AND COMMISSIONING

#### **Ordination of Staff-Elders**

**Section 5.1:** Ordination refers to the unanimous recognition by the Council of Elders of a man's call to the ministry and preparation as a Staff-Elder. Ordination shall be conferred for life, so long as the man continues to manifest the qualifications of the office.

#### **Licensing**

**Section 5.2:** The license is issued by the Council of Elders and is given in recognition of a man's service in a ministry. Its aim is to allow a man to perform the ecclesiastical duties and functions of the church. Licenses will be evaluated—and issued or renewed—each year at the sole discretion of the Elders. Licenses are to be issued only to church members of Trinity Community Church.

#### **Commissioning**

**Section 5.3:** When local-church certification is required for ministry or where ordination would otherwise be unnecessary or inappropriate, a person may be commissioned by the Council of Elders to minister. This commissioning continues as long as the opportunity to minister remains in effect and as long as the person maintains the qualifications for ministry, or until the Council of Elders in its sole discretion revokes the commissioning.

#### **Marriages**

**Section 5.4:** All who are ordained, licensed, commissioned or otherwise authorized by the Council of Elders to solemnize marriages may do so, in the exercise of religious freedom, only where the participants are one man and one woman (Gen. 2:21–24; Matt. 19:4–6; Mark 10:6–9).

## ARTICLE VI

### CORPORATE FUNCTIONS OF THE COUNCIL OF ELDERS

#### **Council of Elders**

**Section 6.1:** The corporate affairs of the Church shall be controlled and directed by the Council of Elders, which shall be deemed the Board of Directors of the corporation as required under the Nonprofit Religious Corporation Law of the State of California.

#### **Management of Corporate Affairs**

**Section 6.2:** Without limiting the generality of Section 5.1, only the Elders who are then in active service to the Church and who are otherwise eligible under the California Corporations Code shall be considered corporate directors, and shall collectively be considered the corporation's Board of Directors. The Council of Elders may delegate management of the Church's corporate affairs and activities to any person or persons, provided that the Church's corporate affairs and activities, as enumerated herein, shall be managed, and all corporate powers shall be exercised exclusively, by the Council of Elders. The corporate affairs and activities over which the Council of Elders shall have exclusive management and control shall include the following: (a) those corporate powers expressly authorized by California's Nonprofit Religious Corporation Law (California Corporations Code section 9110, et seq.), and specifically those corporate powers enumerated in California Corporations Code section 9140; (b) sole and exclusive authority to acquire, own, hold, lease, encumber, convey, or otherwise dispose of real and personal property within or without the State of California, free of any express or implied trust interest, and solely for, and on behalf of, members of this Church; and (c) sole and exclusive authority to borrow money and issue bonds, debentures, notes, and evidence of indebtedness, and to secure the payment or performance of its obligations by mortgage, deed of trust, or otherwise. The sole and exclusive authority of the Council of Elders to operate and manage this Church's corporate affairs and activities, as enumerated in this paragraph, shall in no way be abrogated or diminished by any constitutional provision, rule, or policy of any particular corporate, denominational or ecclesiastical body of churches.

## **Annual Report**

**Section 6.3:** The Council of Elders shall make annual report to the members of the congregation setting forth the following:

- (a) A statement of the assets and liabilities of the Church;
- (b) A statement of the receipts and disbursements for the previous year;
- (c) An estimate of the expenses and income for the ensuing year; and
- (d) A statement of new significant business deemed necessary

## **Books of Account**

**Section 6.4:** The books of account of the Church shall be open to inspection by the Council of Elders and members of the congregation at all times, except that demand for inspection by members of the congregation other than at the annual meetings of the congregation must be made in writing upon the Moderator or the Stated Clerk. The right to inspect includes the right to make photocopies.

## **Dissolution**

**Section 6.5:** Whenever hereafter the Church is formally dissolved by vote of the Council of Elders or operation of law as set forth in California's Nonprofit Religious Corporation Law, or has become extinct by reason of the dispersal of its members, the abandonment of its work, or other cause, its assets remaining after payment, or provision for payment, of all debts and liabilities of this corporation shall be distributed to a nonprofit fund, foundation, or corporation which is organized and operated exclusively for religious purposes and which has established its tax exempt status under Section 501(c)(3) of the Internal Revenue Code.

The generality of the statements contained in this paragraph notwithstanding, nothing contained in these Bylaws shall in any way be interpreted as conferring upon any denominational or national body or institution an express or implied trust interest in the real or personal property or other assets of the corporation. Trinity Community Church hereby expressly revokes and disclaims any such express or implied trust interest claimed by any denominational or national body to the corporation's real or personal property or other assets.

### **Duties of Moderator**

**Section 6.6:** The Moderator shall preside at all meetings of the Council of Elders and shall see that all orders and resolutions of the Council of Elders are carried out. He shall convene meetings of the Corporation (unless the Council of Elders shall designate another) and shall preside at such meetings. He shall also perform any and all duties which the Council of Elders shall from time to time prescribe for his office and which are determined by law.

### **Duties of Stated Clerk**

**Section 6.7:** The Stated Clerk shall attend all meetings of the Corporation and the Council of Elders and shall act as clerk thereof and shall ensure that the proceedings of such meetings are recorded for the purpose and shall, with the Moderator, sign and execute all contracts and agreements authorized by the Council of Elders. He shall keep the seal of the Corporation and shall cause it to be affixed to any instrument requiring it. He shall keep at the principal office open to inspection by members of the Congregation at all reasonable times, the original or a certified copy of the bylaws of the Corporation as amended or otherwise altered to date. He shall attend to the giving and serving of all notices of the Corporation required by law or these bylaws. He shall also attend to such correspondence as may be assigned to him and perform all other duties incidental to his office or prescribed by law.

### **Duties of Treasurer**

**Section 6.8:** The Treasurer shall have custody of the funds of the church and shall keep full and accurate accounts of receipts and disbursements in books belonging to the Corporation; and shall oversee the deposit of all monies and other valuable effects in the name and to the credit of the Corporation in such depositories as shall be designated by the Council of Elders. He shall have other powers and duties as prescribed by the Council of Elders or by law.

## **ARTICLE VII**

### **THE DEACONATE**

#### **Board of Deacons**

**Section 7.1:** There shall be a Board of Deacons comprised of the Pastor, or Pastors, and at least eighteen (18) Deacons in active service.

#### **Duties of Board of Deacons**

**Section 7.2:** The office of Deacons as set forth in Scripture is one of sympathy, witness and service after the example of Jesus Christ. It is the duty of Deacons, first of all, to minister to those who are in need, to the sick, to the friendless, and to any who may be in distress both within and beyond the community of faith. They shall assume such other duties as may be delegated to them from time to time by the Council of Elders; specifically designated responsibilities such as leading the people in worship, through prayers of intercession, reading the Scriptures, presenting the gifts of the people, and assisting with the Lord's Supper; to the finances and properties of the Church, and to its evangelistic, missionary, and educational programs. Deacons may be appointed by governing bodies to serve on committees.

#### **Regular Meetings**

**Section 7.3:** The Board of Deacons shall normally hold regular meetings at least once a month as fixed by resolution of the Board of Deacons. No notice of regularly scheduled meetings shall be required. Special meetings of the Board shall be held whenever requested by two of its members or by the Council of Elders or by the Lead Pastor. Notice of special meetings shall be given in writing at least five (5) days in advance either by email, telephone or letter so postmarked.

#### **Quorum**

**Section 7.4:** One half of the Board of Deacons shall be necessary to constitute a quorum.

## **Majority Controls**

**Section 7.5:** Decisions of the Board of Deacons shall be binding when passed by a majority of those present and voting.

## **Moderator**

**Section 7.6:** The Board of Deacons may elect a Moderator for a term of one year, or the Church Council of Elders may appoint a Pastor of the congregation to serve as Moderator. The Board of Deacons may also elect from its membership a Vice-Moderator, a Secretary, and a Treasurer of the funds of the Board. The same person may hold the office of Secretary and Treasurer if the Board so elects.

## **Record**

**Section 7.7:** The Board of Deacons shall keep a record of its proceedings, and of all funds at its disposal and their distribution, and shall submit its records to the Council of Elders for approval at least once a year, and at other times upon the request of the Council of Elders.

## **ARTICLE VIII**

### **NOMINATION AND SELECTION OF LEAD PASTOR**

## **Search**

**Section 8.1:** When the Lead pastorate of this church becomes vacant, it shall be the duty of the Council of Elders after prayerful consideration to provide for the filling of the pulpit an interim, and to nominate for Lead Pastor one who possesses the qualifications of Staff Elders as set forth in these articles. In carrying out this process, the Council of Elders shall directly, or through a search committee, communicate to the congregation regularly, and at reasonable intervals. We encourage that all church members who desire to suggest the name of an individual for consideration as Lead Pastor do so in writing to the Clerk of the Council of Elders.

## **Nomination**

**Section 8.2:** When the Council of Elders intends to nominate a Lead Pastor they shall notify the membership by mail at least ten business days in advance. The notice shall include the name of the individual being considered for nomination and other information about the individual. We encourage all church members desiring to submit questions, comments or suggestions concerning the individual being considered for nomination to do so in writing at least three business days before the meeting of the Council of Elders at which they intend to nominate an individual as Lead Pastor for the church.

## **Election**

**Section 8.3:** The Council of Elders shall then call a church meeting which shall be announced from the pulpit at least two Sundays in advance and which shall be announced by mail to each member at least ten business days in advance of said meeting. We encourage all comments be given to the Clerk of the Council of Elders, signed and in writing, at least three business days prior to this meeting for the election. Voting shall be by secret ballot. This meeting shall, if possible, be presided over by the moderator of the Council of Elders. Only one person eligible to become Lead Pastor shall be considered or voted upon at a meeting. The election and its returns shall be conducted and announced publicly at the election meeting and shall be sent by mail to all church members promptly. A two-thirds majority of all votes cast shall be required for an election.

## **Call**

**Section 8.4:** After the Lead Pastor has been duly elected a written call shall be tendered to him, signed by the Council of Elders. In this written call the Elders shall specify the financial support. A copy of these Bylaws shall accompany the letter of call.

## **Qualifications of Lead Pastor**

**Section 8.5:** A lead pastor must be in agreement with the Elders' Affirmation of Faith and possess the qualifications described in I Timothy 3:1-7 and Titus 1:6-9. He shall be:

- (a) Blameless as a steward of God; above reproach (1 Timothy 3:2; Titus 1:6–7)

- (b) Husband of one wife; a one-woman man (1 Timothy 3:2; Titus 1:6)
- (c) Temperate, sober, vigilant (1 Timothy 3:2)
- (d) Sober-minded, prudent (1 Timothy 3:2; Titus 1:8)
- (e) Of good behavior; orderly, respectable (1 Timothy 3:2)
- (f) Given to hospitality (1 Timothy 3:2; Titus 1:8)
- (g) Able to teach; he can exhort believers and refute false teaching (1 Timothy 3:2; Titus 1:9)
- (h) Not given to wine (1 Timothy 3:3; Titus 1:7)
- (i) Not violent; not pugnacious (1 Timothy 3:3, Titus 1:7)
- (j) Patient, moderate, forbearing, gentle (1 Timothy 3:3)
- (k) Not a brawler; uncontentious; not soon angry or quick-tempered (1 Timothy 3:3; Titus 1:7)
- (l) Not covetous; not a lover of money; not greedy of base gain (1 Timothy 3:3, Titus 1:7)
- (m) Rules well his own house; his children are faithful, not accused of rebellion to God (1 Timothy 3:4; Titus 1:7)
- (n) Not a novice; not a new convert (1 Timothy 3:6)
- (o) Has a good report or reputation with outsiders (1 Timothy 3:7)
- (p) Not self-willed (Titus 1:7)
- (q) A lover of good men and things (Titus 1:8)
- (r) Just, fair (Titus 1:8)
- (s) Holy, devout (Titus 1:8)
- (t) Self-controlled (Titus 1:8)

## ARTICLE IX

### SELECTION & APPOINTMENT OF STAFF ELDERS

#### **Selection**

**Section 9.1:** When the need for an additional Staff Elder for this church is deemed necessary by the Council of Elders, it shall be their duty after prayerful consideration to select one who possesses the qualifications of Staff Elder as set forth in these articles.

#### **Examination**

**Section 9.2:** The Council of Elders shall examine the individual at a duly called or special Council of Elders Meeting. During said meeting the Council will assure itself of the competency of the individual being selected as a Staff Elder.

#### **Election**

**Section 9.3:** After the Staff Elder has been examined the Council of Elders shall have a vote to confirm the selected Staff Elder's qualification and call to the ministry. A two-thirds majority vote shall be required for election.

#### **Qualifications of Staff Elder**

**Section 9.4:** A Staff Elder must be in agreement with the Elders' Affirmation of Faith and possess the qualifications described in I Timothy 3:1-7 and Titus 1:6-9. He shall be:

- (a) Blameless as a steward of God; above reproach (1 Timothy 3:2; Titus 1:6–7)
- (b) Husband of one wife; a one-woman man (1 Timothy 3:2; Titus 1:6)
- (c) Temperate, sober, vigilant (1 Timothy 3:2)
- (d) Sober-minded, prudent (1 Timothy 3:2; Titus 1:8)
- (e) Of good behavior; orderly, respectable (1 Timothy 3:2)
- (f) Given to hospitality (1 Timothy 3:2; Titus 1:8)
- (g) Able to teach; he can exhort believers and refute false teaching (1 Timothy 3:2; Titus 1:9)

- (h) Not given to wine (1 Timothy 3:3; Titus 1:7)
- (i) Not violent; not pugnacious (1 Timothy 3:3, Titus 1:7)
- (j) Patient, moderate, forbearing, gentle (1 Timothy 3:3)
- (k) Not a brawler; uncontentious; not soon angry or quick-tempered (1 Timothy 3:3; Titus 1:7)
- (l) Not covetous; not a lover of money; not greedy of base gain (1 Timothy 3:3, Titus 1:7)
- (m) Rules well his own house; his children are faithful, not accused of rebellion to God (1 Timothy 3:4; Titus 1:7)
- (n) Not a novice; not a new convert (1 Timothy 3:6)
- (o) Has a good report or reputation with outsiders (1 Timothy 3:7)
- (p) Not self-willed (Titus 1:7)
- (q) A lover of good men and things (Titus 1:8)
- (r) Just, fair (Titus 1:8)
- (s) Holy, devout (Titus 1:8)
- (t) Self-controlled (Titus 1:8)

## **ARTICLE X**

### **ELECTION OF NON-STAFF ELDERS**

#### **Election**

**Section 10.1:** The non-staff Elders shall be elected by the Congregation at its annual meeting and shall assume office beginning on June 1st of that year pending examination and approval by the Council of Elders.

#### **Voter Eligibility**

**Section 10.2:** All members of the Congregation, in good and regular standing, but no others, are entitled to vote in the election of the non-staff Elders.

## Qualifications

**Section 10.3:** A non-staff Elder must be a member of the Church in good standing, in agreement with the Elders' Affirmation of Faith, and possess the qualifications described in I Timothy 3:1-7 and Titus 1:6-9. He shall be:

- (a) Blameless as a steward of God; above reproach (1 Timothy 3:2; Titus 1:6–7)
- (b) Husband of one wife; a one-woman man (1 Timothy 3:2; Titus 1:6)
- (c) Temperate, sober, vigilant (1 Timothy 3:2)
- (d) Sober-minded, prudent (1 Timothy 3:2; Titus 1:8)
- (e) Of good behavior; orderly, respectable (1 Timothy 3:2)
- (f) Given to hospitality (1 Timothy 3:2; Titus 1:8)
- (g) Able to teach; he can exhort believers and refute false teaching (1 Timothy 3:2; Titus 1:9)
- (h) Not given to wine (1 Timothy 3:3; Titus 1:7)
- (i) Not violent; not pugnacious (1 Timothy 3:3, Titus 1:7)
- (j) Patient, moderate, forbearing, gentle (1 Timothy 3:3)
- (k) Not a brawler; uncontentious; not soon angry or quick-tempered (1 Timothy 3:3; Titus 1:7)
- (l) Not covetous; not a lover of money; not greedy of base gain (1 Timothy 3:3, Titus 1:7)
- (m) Rules well his own house; his children are faithful, not accused of rebellion to God (1 Timothy 3:4; Titus 1:7)
- (n) Not a novice; not a new convert (1 Timothy 3:6)
- (o) Has a good report or reputation with outsiders (1 Timothy 3:7)
- (p) Not self-willed (Titus 1:7)
- (q) A lover of good men and things (Titus 1:8)
- (r) Just, fair (Titus 1:8)
- (s) Holy, devout (Titus 1:8)(t) Self-controlled (Titus 1:8)

### **Majority Vote**

**Section 10.4:** When a majority of all the voters present and voting cast their votes for a person for these offices, he shall be considered elected.

### **No Proxy/Cumulative Voting**

**Section 10.5:** Voting by proxy and cumulative voting shall not be permitted.

### **Terms**

**Section 10.6:** The non-staff Elders shall be divided into three (3) classes of at least two (2). The non-staff Elders shall be elected for terms of three (3) years, except when necessary to elect some for shorter terms in order to equalize the numbers in the classes or to fill vacancies, and the classes of each shall be so arranged that the terms of one class of non-staff Elders shall expire on May 31st of each year.

### **Consecutive Terms**

**Section 10.7:** No non-staff Elder shall serve for consecutive terms, either full or partial, aggregating more than six (6) years. A non-staff Elder having been elected for consecutive terms aggregating six (6) years shall be ineligible to serve for a further term until at least one year has elapsed from the expiration of the last term for which he was elected.

### **Resignation**

**Section 10.8:** For good cause, a non-staff Elder may resign with the consent of the Council of Elders. On ceasing to be an active member of the Church, a non-staff Elder immediately ceases to be a member of the Council of Elders.

### **Vacancy**

**Section 10.9:** If any non-staff Elder is removed, declines to act, resigns, dies, or ceases to be an active member of the Church, the vacancy created shall be filled by the Congregation at its next annual meeting or at a special meeting called for that purpose. Those who shall be

elected to fill vacancies existing for any reason shall be elected for the unexpired terms of such vacancies.

## **ARTICLE XI**

### **ELECTION OF DEACONS**

#### **Election**

**Section 11.1:** The Deacons shall be elected by the Congregation at its annual meeting and shall assume office on June 1st of that year.

#### **Voter Eligibility**

**Section 11.2:** All members of the Congregation, in good and regular standing, but no others, are entitled to vote in the election of the Deacons.

#### **Qualifications**

**Section 11.3:** A Deacon must be a member of the Church in good standing, in agreement with the Elders' Affirmation of Faith, and possess the qualifications described in I Timothy 3:8-12 and Titus 1:6. One shall be:

- (a) Blameless (1 Timothy 3:2,9, Titus 1:6)
- (b) Husband of one wife or wife of one husband (1 Timothy 3:2,12, Titus 1:6)
- (c) Temperate (1 Timothy 3:2, 8, Titus 1:7)
- (d) Respectable (1 Timothy 3:2, 8)
- (e) Not given to drunkenness (1 Timothy 3:3, 8, Titus 1:7)
- (f) Rules well his own house; sees that children are obedient (1 Timothy 3:4-5, 12, Titus 1:6)
- (g) Does not pursue dishonest gain (I Timothy 3:8, Titus 1:7)
- (h) Holds to the truth (I Timothy 3:9, Titus 1:9)
- (i) Sincere (I Timothy 3:8)
- (j) Tested (I Timothy 3:10)

### **Section Majority Vote**

**Section 11.4:** When a majority of all the voters present and voting cast their votes for a person for these offices, he/she shall be considered elected.

### **No Proxy/Cumulative Voting**

**Section 11.5:** Voting by proxy and cumulative voting shall not be permitted.

### **Term**

**Section 11.6:** The Deacons shall be divided into three (3) classes of at least six (6). The Deacons shall be elected for terms of three (3) years, except when necessary to elect some for shorter terms in order to equalize the numbers in the classes or to fill vacancies, and the classes of each shall be so arranged that the terms of one class of Deacons shall expire on May 31st of each year.

### **Consecutive Terms**

**Section 11.7:** No Deacon shall serve for consecutive terms, either full or partial, aggregating more than six (6) years. A Deacon having been elected for consecutive terms aggregating six (6) years shall be ineligible to serve for a further term until at least one year has elapsed from the expiration of the last term for which he/she was elected.

### **Resignation**

**Section 11.8:** For good cause, a Deacon may resign with the consent of the Council of Elders. On ceasing to be an active member of the Church, a Deacon immediately ceases to be a member of the Board of Deacons.

### **Vacancy**

**Section 11.9:** If any Deacon declines to act, resigns, dies, or ceases to be an active member of the Church, the vacancy created shall be filled by the congregation at its next annual meeting or at a special meeting called for that purpose. Those who shall be elected to fill vacancies existing for any reason shall be elected for the unexpired terms of such vacancies. The

Council of Elders, upon request of the Board of Deacons, or at its own discretion, may appoint godly persons from the congregation to assist the Board of Deacons in its various duties, especially in the ministry of compassion.

## **ARTICLE XII**

### **THE NOMINATING COMMITTEE**

#### **Committee**

**Section 12.1:** There shall be a Nominating Committee comprised of active members of the Church for the purpose of selecting candidates for the offices of non-staff Elder, Deacon and the next Nominating Committee.

#### **Date Chosen**

**Section 12.2:** The Nominating Committee shall be chosen at the annual meeting of the congregation, normally held on the fourth or fifth Sunday in January.

#### **Manner of Selection**

**Section 12.3:** Two members of the Nominating Committee shall be designated by and from the Council of Elders, one of whom shall be named by the Council of Elders as the Chairman of the Nominating Committee; and one member of the Nominating Committee shall be designated by and from the Board of Deacons. An additional five (5) members of the Nominating Committee shall be elected by the Congregation. A Pastor shall be a member of this committee ex officio but without vote.

#### **Notice**

**Section 12.4:** Notice of all meetings of the Nominating committee shall be given by the Chairman at least five (5) days in advance either by email, telephone or letter so postmarked.

## **Open Nominations**

**Section 12.5:** After the Nominating Committee has been elected by the congregation, names may be submitted to the Nominating Committee by members of the congregation, provided the nominee has been contacted in advance and approves of the nomination. Names must be submitted prior to September 1st.

## **ARTICLE XIII**

### **MEETINGS OF THE CONGREGATION**

#### **Annual Meeting**

**Section 13.1:** There shall be an annual meeting of the congregation normally held on the fourth or fifth Sunday in January.

#### **Notice**

**Section 13.2:** Notice of an annual meeting: At least two Sundays notice shall be given. Each such notice shall describe the general nature of all matters to be voted upon at the meeting noticed and no matters shall be voted upon at the meetings which have not been so described.

#### **Manner of Meeting**

**Section 13.3:** The Lead Pastor shall preside at the annual meeting of the congregation and the Stated Clerk shall prepare the minutes of said meeting, which minutes shall be reviewed by the Council of Elders at its next regular meeting. When approved by the Council of Elders, those minutes will be final.

#### **Special Meetings**

##### **Section 13.4:**

- (a) Special meetings of the Congregation may be called (1) by the Council of Elders or (2) by special request of ten percent (10%) or more of the members of the congregation.

- (b) If a special meeting is called by members other than the Council of Elders, the request shall be submitted by such members in writing, specifying the general nature of the business to be transacted, and shall be delivered personally or sent by registered mail to the Lead Pastor. Upon receipt of the request by the Lead Pastor, the Council of Elders shall expeditiously set a time and place for the meeting and shall cause notice of the meeting to be given within twenty (20) days of receipt of the request by the Lead Pastor in the manner prescribed in subsection (c) herein.
- (c) Notice of special meetings: At least two Sundays notice shall be given. The notice shall specify the general nature of the matters to be voted upon and no matters shall be voted upon at a special meeting except such as may be specified in the notice.
- (d) Special meetings shall be conducted in the same manner as annual meetings.

### **Voting**

**Section 13.5:** All active members of the congregation are entitled to vote on all matters presented at any meeting of the congregation. All votes must be cast in person. Proxy voting is prohibited.

### **Quorum**

**Section 13.6:** Ten percent (10%) of the active members of the Congregation shall be necessary to constitute a quorum for the transacting of business and settling of affairs at either an annual or special meeting of the Congregation.

## **ARTICLE XIV**

### **ANNUAL BUSINESS MEETING OF THE CORPORATION**

#### **Annual Meeting**

**Section 14.1:** There shall be an annual meeting of the corporation normally held during the month of January.

#### **Notice**

**Section 14.2:** Notice of the annual meeting of the corporation shall be provided to members of the Council of Elders at least 10 days prior to the meeting.

#### **Purpose**

**Section 14.3:** The Council of Elders shall elect officers of the non-profit religious corporation at its regular meeting each January. These offices include, at a minimum:

President

Chief Financial Officer (Treasurer)

Secretary (Clerk).

Other business of the corporation may be conducted at this annual meeting as determined necessary by the Trustees.

## **ARTICLE XV**

### **AMENDMENTS**

**Section 15.1:** Amendments to the Standing Rules and Bylaws may be made at any annual or special meeting of the congregation by a majority vote of active members, present and voting, provided that the general nature of the amendment shall be given in the notice of such meeting.

**CERTIFICATION**

I, Shawn Anderson, hereby certify:

I am the duly elected and acting Stated Clerk of Trinity Community Church, Inc.

The foregoing Bylaws, consisting of twenty-six (26) pages (including this page), constitute the Bylaws of Trinity Community Church, Inc. located in Clovis, California, as duly adopted on January 28, 2018.

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Stated Clerk