

By-law approved in July 15, 2012

**OPERATIONS BY-LAW OF
CORNERSTONE CHINESE ALLIANCE CHURCH
OF THE CHRISTIAN AND MISSIONARY ALLIANCE IN CANADA**

PREAMBLE

The Local Church Constitution of the Christian and Missionary Alliance of Canada (hereinafter referred to as 'The Constitution') holds precedence over these bylaws.

The following are supplement to The Constitution, and should be used in conjunction with The Constitution. In case of any contradiction, The Constitution should have precedence governing right and power.

I) NAME

The name of this church shall be CORNERSTONE CHINESE ALLIANCE CHURCH of The Christian and Missionary Alliance in Canada (hereinafter referred to as 'CCAC')

II) MEMBERSHIP

1. Qualification

- a) Any person who applies to join as a member of CCAC shall fulfill the requirement as defined in ARTICLE VI – MEMBERSHIP of The Constitution.
- b) Accept and comply with 'Discipline and Restoration Policy for Members of Local Churches' as adopted by The Christian and Missionary Alliance in Canada.
- c) Willing to attend Sunday Service and other meetings organized by CCAC.
- d) Willing to serve and offer in terms of talent, time and money

2. Membership Transfer

Born again Christian once fulfilled the following requirement may apply to become member of CCAC:-

- a) has been baptized in other church,
- b) has attended Sunday Service for more than 6 consecutive months,
- c) meets the membership qualification as stated in this by-law.

3. Membership Types

- a) Voting Member
 - i. Age 18 or above
 - ii. Not being classified as Inactive Member
 - iii. Privileges include, and not be limited to, eligibility to vote, elect and to be considered for election to serve on The Board.
- b) Non-voting Member

Any member not being classified as Inactive Member and below the age of 18

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c) Inactive Member

- i. Any member attended Sunday Worship Service of CCAC for less than one third (1/3) of the meetings in the nine (9) months immediately preceding the General Meeting shall be classified as inactive member.
- ii. Inactive members have same privileges as voting members EXCEPT do not have the right to vote, elect and be elected.

4. Discipline

The Board can apply disciplinary action according to the 'Discipline and Restoration Policy for Members of Local Churches' adopted by The Christian and Missionary Alliance in Canada.

III) GOVERNMENT

1. Membership Meeting

Meeting of the membership may be called by The Board by proper notice to the membership at least 14 days prior to the Meeting. The Senior Pastor or his appointee shall act as the chair of meetings of the membership.

i. Annual General Meeting

All Church members shall meet at the Annual General Meeting to be held before end of March to receive report from the Senior Pastor and financial statement from Treasurer, or any other business as defined in the Agenda.

ii. General Meeting

All Church members shall meet at the General Meeting when called by The Board to approve budget, to elect nomination committee members, to elect members of The Board, or any other business as defined in the Agenda.

2. Vote in General Meeting

- i. One half (1/2) presence of voting members shall constitute a quorum. Two-third (2/3) of voting members present in the meeting shall be required to pass any motion or resolution, however, changes to the status quo cannot come from lost motions.
- ii. In the absence of a quorum, the meeting will be adjourned and re-convened within 28 days. Any number of voting members present at such re-convened meeting shall constitute a quorum. Notification of such re-convened meeting shall be in the same manner as for a General Meeting.

IV) BOARD OF DIRECTORS (also called BOARD OF ELDERS)

1. Composition and Responsibilities

Subject to the General Meetings, the highest functioning authority of CCAC in her temporal and legal affairs shall be the Board of Directors which is also called Board of Elders and is herein referred to as 'The Board'. Board members shall be elected, and along with the senior pastor, will provide oversight of the ministry and operation of CCAC.

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The Board shall consist of a minimum of four (4) members including the senior pastor, and a maximum of eleven (11) members. Directors who are not pastors are also called Elders and shall upon election serve a term of two years, and upon re-election serve no more than three consecutive terms. A Board member must not serve again for one year after three consecutive terms.

Members should not vote on any matter which may directly or indirectly result in financial benefit to them, whether such benefit be in the nature of salary or other payments.

2. Meetings

The Board shall hold monthly meetings for prayer and business and shall report as CCAC membership may decide. Special meeting can be called by the Chair, or two-third of The Board members or upon written request by a majority of its members.

Two-third of board members present in the meeting shall be required to pass any resolution, however, changes to the status quo cannot come from lost motions.

Any Board member, who is absent for three consecutive months without any valid reason will be disqualified and his position will become vacant. The board can, according to the CCAC Policy of electing Elders, appoint any voting member to fill the vacancy until the next election meeting.

Elders should not receive any benefit or remuneration in any kind due to his position.

3 Officers

The officers of CCAC shall include, but not be limited to, the chair (who is also called the President), vice chair (who is also call Vice President), secretary and treasurer. Additional officers of CCAC may be designated by the bylaws of CCAC or laws of the Province of Ontario. They shall be appointed from among the Board members, except in the case of the chair, when that post is filled by the Senior Pastor.

V) Deacon or Deaconesses

Deacons or Deaconesses must be voting member of CCAC, and meet with the qualification as stated in the CCAC Policy for Deacon or Deaconess.

Deacons or Deaconesses are nominated and appointed by The Board. Once the appointment is accepted, they may serve a term of two years and no more than three consecutive terms.

Due to illness, moving out of the locality, or for any other personal reason, a Deacon or Deaconess may resign from his/her office and duty.

The Board, at her own discretion, may terminate the appointment of a Deacon or Deaconess.

VI) NOMINATING COMMITTEE

The nominating committee when required shall consist of the senior pastor and four members with equal representation from The Board and the membership. The senior pastor, or his appointee, shall chair this committee. They shall be elected by ballot by the respective bodies at least three months prior to the General Meeting for electing Board members, and shall serve until that General Meeting. In cases where only the required number is nominated, the ballot may be waived by unanimous vote.

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The Nominating Committee is the only constitutional committee that can nominate qualified candidates to be elected to The Board according to the CCAC Policy for Elders, and must not nominate its own member to become a candidate.

Representative from the membership must meet the qualification as stated in the CCAC Policy for Nominating Committee Member.

VII) BORROWING

Notwithstanding the provisions set out in the Borrowing By-law of CCAC, any borrowing with an aggregate amount over one hundred thousand dollars (\$100,000.00) must be adopted by a two third (2/3) majority vote of the membership.

VIII) INTERPRETATION AND AMENDMENT

The Board has the highest authority to interpret this By-law.

This by-law can be amended by the Board whenever it is deemed necessary. Any amendment must not be in conflict with The Constitution. Bylaws and subsequent revisions become valid upon adoption by a two-third (2/3) majority vote of the membership and approval of the District Executive Committee, of the East Canadian District, of the Christian and Missionary Alliance in Canada.

A copy of the bylaws must be filed with the Eastern Canadian District.

This By Law was adopted by the Membership in its meeting held on July 15, 2012.
Upon adoption, this By Law shall replace all former By Laws.