

BYLAWS OF
GRACE CHINESE CHRISTIAN CHURCH
[As Amended on April 3, 2022 in Special Congregational Meeting]

ARTICLE I: NAME AND OFFICE

SECTION 1: NAME

The name of this organization is "Grace Chinese Christian Church," and, hereinafter, referred to as "this Church" or "the Church."

SECTION 2: OFFICE

The principal office of the Church is located in the State of Illinois. It is a non-profit organization incorporated in the State of Illinois.

ARTICLE II: PURPOSE

The purpose of this church is to glorify God through loving one another, making disciples, serving community groups and growing spiritually.

See also amendment in Appendix A.

ARTICLE III: DOCTRINAL STATEMENT

We believe:

1. The Scriptures, both Old and New Testaments, to be the inspired Word of God, without error in the original writings, the complete revelation of His will for the salvation of men, and the Divine and final authority for all Christian faith and life.
2. In one God, Creator, and sustainer of all things, infinitely perfect and eternally existing in three persons -- Father, Son, and Holy Spirit.
3. That Jesus Christ is true God and true man, having been conceived of the Holy Spirit and born of the Virgin Mary. He died on the Cross a substitutional death for our sins according to the Scriptures. Further, He rose bodily from the dead, ascended into Heaven, where at the right hand of the Majesty on High, He is now our High Priest and Advocate.
4. That the ministry of the Holy Spirit is to glorify the Lord Jesus Christ, and that during this age to convict men, to regenerate the believing sinner, and to indwell, guide, instruct, and empower the believer for godly living and service.

5. That man was created in the image of God but fell into sin and is therefore lost, and only through regeneration by the Holy Spirit can salvation and Spiritual life can be obtained.
6. That the shed blood of Jesus Christ and His resurrection provide the only ground for justification and salvation for all who believe, and only those who receive Jesus Christ are born of the Holy Spirit, and thus, become children of God.
7. The universal church is the body of which Christ is the head and all who believe in Him are members. The church is manifested in the local congregation for edification and discipleship through worship, prayer, teaching, fellowship, service, observing water baptism and the Lord's Supper and outreach to the world.
8. In the personal and imminent return of the Lord Jesus Christ and that He will judge the world according to God's righteousness.
9. That Satan, the prince of the power of the air, is the spirit that is now at work in the sons of disobedience.
10. In the bodily resurrection of the dead; The believer will have everlasting blessedness and joy with the Lord, and the unbeliever will receive judgement and everlasting punishment.

ARTICLE IV: MEMBERSHIP

SECTION 1: QUALIFICATIONS

A person qualified for regular membership in this Church must be one who:

- A. is 18 years or older;
- B. confesses Jesus Christ to be his/her Savior and Lord and who has shown evidence of the new life in Christ in his/her daily life;
- C. has been baptized in the name of the Father, the Son, and the Holy Spirit;
- D. is in agreement with the doctrinal statement of the Church and will abide by the Bylaws of the Church.

SECTION 2: KINDS OF MEMBERS

- A. Regular membership - All persons, including those from other church memberships, who have met the qualifications outlined above.
- B. Associate membership - Associate members are youth who have been baptized under 13 years of age as well as members due to personal circumstances who are unable to attend regular church services but have expressed interest in remaining

members of the Church. Associate members do not have voting privileges or the right of holding elective offices.

SECTION 3: RESPONSIBILITIES AND RIGHTS

- A. Members will regularly attend worship services and special meetings of the Church.
- B. Members are willing to serve the Church according to his/her spiritual gifts and abilities.
- C. Members will financially support the Church, with tithes and offerings.
- D. Members will share in the mission and ministries of the Church.
- E. Members will respect the authority of the Pastors and Church Board as God's appointed leaders of the Church.
- F. Members shall have voting privileges and the right to be nominated and elected to the Church Board.
- G. Members shall have the right to review all actions taken by the Pastors and the Church Board.

SECTION 4: TERMINATION

- A. Any member may terminate membership by a written resignation to the Church Board.
- B. Should a member become an offense to the Church an to her good name by reasons of immoral or un-Christian conduct, or by persistent breach of his/her covenant vows, the Church Board may terminate his/her membership by a 2/3 majority vote, but only after due notice and hearing, and after faithful efforts have been made to bring such a member to repentance and amendment, Matthew 18:15-17 being used as basic scripture.

SECTION 5: RESTORATION

Any person whose membership has been terminated for any offense may be restored if recommended by the pastor or chairperson of the Church Board and accepted by the Church Board with a two-third majority vote.

ARTICLE V: GOVERNMENT

SECTION 1: VESTING

The government of the Church shall be vested in the Church membership and executed through the Church Board.

SECTION 2: FISCAL YEAR

The Church fiscal year begins January 1st and ends December 31st of the same year.

SECTION 3: THE MODERATOR

The chairperson of the Church Board shall act as the

moderator at all business meetings of the Church. In the event of the chairperson's absence, the Church Board and the pastoral staff shall appoint a member of the Church Board to act as moderator of the meetings.

SECTION 4: VOTING

Every member eighteen (18) years old or over who does not hold a letter of termination shall have an equal right to vote and to be elected. Voting shall be conducted by way of raising hands or by way of secret ballot.

SECTION 5: QUORUM

A majority of the regular members in good standing shall constitute a quorum for all elections and decisions. However, in the event of the calling and the dismissal of a pastor, purchasing or selling of property, or amendments of the Bylaws, a two-thirds (2/3) of the regular members in good standing is required.

SECTION 6: BUSINESS MEETINGS AND ANNUAL MEETING

- A. Business meetings may be called as needs arise by the chairperson of the Church Board, or by the appointed board member as stated in ARTICLE V, SECTION 3.
- B. The annual meeting of the Church shall be held at the end of each year to approve, among other things, the budget and to hold elections of the Church Board.
- C. The date and time of the above meetings shall be announced from the pulpit at the worship services and also published in the bulletin at least two weeks preceding the date of the meeting.

ARTICLE VI: THE CHURCH BOARD

SECTION 1: OFFICERS AND DUTIES

The Church Board shall consist of the following officers:

- A. Chairperson -- The duties of the chairperson shall be:
 - 1. To assist the pastor in every way as it concerns with the spiritual and business administration of the Church.
 - 2. To call Church Board meetings and church business meetings as well as annual meeting.
 - 3. To act as the moderator for the Church Board meetings.
 - 4. In the absence of the pastor, the chairperson shall be responsible for coordinating all functions of the church and pastoral duties.
 - 5. To oversee and monitor the officers' responsibilities.

B. Treasurer -- The duties of the treasurer shall be:

1. To keep and maintain adequate and correct account of the Church, including accounts of her assets, liabilities, receipts, and disbursements.
2. To distribute funds in accordance with procedures established by the Church Board.
3. To make financial reports of the Church at the annual meeting and to make monthly financial reports to the Church members.
4. To be responsible for the weekly offerings of the Church and to deposit all funds of the Church to the bank accounts accordingly.
5. To be responsible for federal and state tax forms.

C. Secretary -- The duties of the secretary shall be:

1. To keep accurate minutes of all business meetings of the Church and the Church Board.
2. To maintain a current roster of church membership and to keep a record of attendance and periodically update the Church directory.
3. To be responsible for the Church correspondences.
4. To be responsible for Church database.
5. To be responsible for Church records, filling cabinet and electronic data back-ups.

D. Other offices as deemed appropriate by the Church Board.

SECTION 2: QUALIFICATIONS

All officers of the Church Board must be members of this Church and spiritually qualified according to the teaching of the Scriptures as described in Acts 6:3 and I Timothy: 3:1-12.

SECTION 3: RESPONSIBILITIES

- A. To serve as the highest executive body of the Church.
- B. To meet at least quarterly to discuss the Church business.

- C. To resolve disputes in the Church should they arise.
- D. To supervise the financial budgeting of the Church.
- E. To seek financial support for the ministry of the Church.
- F. To make recommendations to the church members of the Church.
- G. To serve as the nominating committee of the church.
- H. To serve as the Board of Trustees in regarding to Dissolution Clause in Appendix A.

SECTION 4: TERMS

The members of the Church Board shall be elected from the annual meeting to serve for the term of two years beginning January 1st. They can be re-elected, but no officer shall serve more than two consecutive terms on the same position on the Church Board.

ARTICLE VII: CHURCH PAID STAFF

The church shall make every effort to maintain as minimum one paid pastoral staff. However, as the Church grows and needs arise, the Church may increase the size of the pastoral staff.

SECTION 1: RESPONSIBILITIES OF THE PASTOR

- A. The pastor's responsibilities generally fall into the following areas: preaching, teaching, pastoral care, administration, planning, and guiding the church to grow and fulfill its purposes.
- B. Shall lead the church, the organizations, and all leaders of the church in performing their tasks in worship, proclamation, education, and evangelism.
- C. The pastor shall demonstrate a commitment to studying and translating the word, as well as maintaining a discipline of study with professional training (courses, professional memberships, reading).
- D. The pastor shall be an ex officio member of all church standing committees, except the pastoral search committee.

- E. The pastor shall assist the deacons in securing pulpit supply for times in his absence.

SECTION 2: QUALIFICATIONS OF THE PASTOR

1. The qualifications for pastor shall be consistent with those listed in 1 Timothy 3:1-7.
 - a. A life that avoids scandals;
 - b. Monogamous and faithful;
 - c. Not subject to excessive emotion;
 - d. Not a person who makes rash decisions;
 - e. An individual people can respect, even emulate;
 - f. A person who entertains willing at her/his house;
 - g. A person capable of teaching an willing to teach [lifelong learner, too];
 - h. Not susceptible to substance abuse;
 - i. Not combative or argumentative;
 - j. Calms things down rather than riles things up;
 - k. Not mercenary;
 - l. Demonstrates involvement in her/his family;
 - m. Experienced in the faith; and
 - n. Does not have an offensive relationship with those outside of the church.
2. The pastor should be in total agreement with the doctrinal statement of this Church and be willing to abide by her Bylaws.
3. The pastor must also be able to recognize and acknowledge the unique cultural differences between different groups in the Church.

SECTION 3: THE CALL OF THE PASTOR

The calling of the pastor shall first be initiated by the Church Board, executed through a pastoral search committee and finally be approved by the members of the Church. The procedure shall be as follows.

- a. The Church Board will appoint a pastoral search committee made up of an equal number of the Church Board members and other regular church members.
- b. The candidate for pastor will be extended a call if he receives a two-thirds (2/3) of the members' vote as defined in Article V, Section 5.

SECTION 4: DISMISSAL OF THE PASTOR

Complaints against the pastor shall be considered by the Church Board only on the testimony of two or three witnesses. Should he be found teaching anything contrary

to the Scripture, or living an unrighteous life and thus

be unworthy of the Gospel, he shall be admonished by the Church Board. If he does not mend his ways and his teachings, he shall, without respect to time, be dismissed.

SECTION 5: TERMINATION OF SERVICE

The initial term for the pastor(s) shall be two years upon approval of a two-third majority of the members voting at an official congregational meeting.

Upon a positive review, as described below, the period may be extended indefinitely per positive evaluations. Subsequent evaluations will be handled by the Church Board on an annual basis. In the event of a negative evaluation, a formal review by a review committee formed as below will be undertaken.

A review process shall be started three (3) months prior to the expiration date of the initial term. A committee shall be formed to review and present a recommendation to the congregational meeting for approval.

The review committee shall consist of a majority of the Church Board and an equal number of regular members appointed by the board.

Should the pastor resign from the pastoral position or the church desire to terminate the services of the pastor, a three-month notice from either side is required, unless waived by mutual consent.

This notice is required even if the pastor is requested to resign by the congregational meeting after the review process.

ARTICLE VIII: PROPERTY

SECTION 1: MANAGEMENT

This Church shall have the power to receive and hold, through gift or purchase, real estate, personal, or mixed property as is authorized by the laws of the State of Illinois. Such will occur as deemed necessary for the business of this Church. And the Church shall have the power to dispose of such property by mortgage, deed, or otherwise. All such property shall be held in the name of this Church. Any purchase, sale, or lease pertaining to real estate property shall be recommended by the Church Board and passed by two-thirds (2/3) majority vote of the members present in a duly called special meeting.

SECTION 2: DISSOLUTION

In the event of the dissolution of this Church (from which we pray God by His mercy to preserve us), all property belonging to this Church shall be sold. After fulfillment

of all financial obligations, her surplus funds shall be distributed to Christian work transactions per recommendations of the Church Board. The recommendations made by the Church Board must be passed by a two-thirds (2/3) majority vote of the members present in a duly called special meeting.

*See also amendment in appendix A

ARTICLE IX: AMENDMENTS

These Bylaws may be amended, upon the recommendation of the Church Board, at any regular business meeting or at a duly called special business meeting, by a two-thirds (2/3) majority vote of the members present, provided the proposed amendment(s) has/have been made available to the members at least two (2) weeks prior to the meeting.

ARTICLE X: MISCELLANEOUS

These Bylaws may be translated into Chinese for presentation to the Church. However, the English version shall govern in the event of any dispute over terms or terminology.

Appendix A

Amendment adopted on May 17, 1992 by the members at a duly called meeting.

Purpose: Grace Chinese Christian Church is organized exclusively for charitable, educational, religious, or scientific purposes within the meaning of section 501(c)(3) of the Internal Revenue Code.

Dissolution Clause: Upon the dissolution of the corporation, the Board of Trustees shall, after paying or making provisions for the payment of all of the liabilities of the corporation, dispose of all the assets of the corporation exclusively for the purposes of the corporation in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify as an exempt organization or organizations under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law), as the Board of Trustees shall determine. Any such assets not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.