

# CMCC BYLAWS

## I. Name and Associations

The church shall be known as "Chiang Mai Community Church" (CMCC). It is an international congregation associated with the Network of International Congregations and a member of the First District of the Church of Christ of Thailand.

## II. Mission Statement

### A. Vision

By God's grace, Chiang Mai Community Church seeks to nurture disciples of Jesus who encounter God and one another, and are vibrant, refreshed and equipped for loving service and outreach.

### B. Mission

CMCC's purpose is to glorify God by *knowing* Him in community, *growing* in Christlikeness, and *going* to serve

### C. Values

1. **Community** - We believe that loving relationships should permeate every aspect of church life. This includes concepts of integrity, transparency and mutual respect. (1 Corinthians 13; John 13:34–35)
2. **Discipleship** - We believe that the pursuit of full devotion to Christ and His cause is normal for every believer. This includes concepts of Christlikeness and growth in the areas of worship, faith and obedience. (Rom 8:29; 2 Cor 3:18; 1 John 3:2; Eph 4:11-13)
3. **Scriptures** - We believe that submission to, study of, and obedience to the Word of God should be the foundation of every individual, family and Church community. This includes concepts of private devotion, corporate learning and anointed preaching. (2 Timothy 3:16–17)
4. **Unity in Diversity** - We believe that the Gospel of Jesus Christ has the power to unite believers of all ages, 'from every tribe and language and people and nation.' This includes concepts of corporate worship, focused outreach, balanced learning, and sacrificial loving. (John 17:20-23; Acts 2:42-47; Rev 5:9)

### D. Chiang Mai Community Church serves the English-speaking community and visitors in Chiang Mai through:

1. Biblical exposition and teaching to help people come to God and to apply God's Word
2. To worship and fellowship together to deepen relationships with God and with each other
3. Celebrating communion and baptism together as a church to demonstrate our obedience

4. Interceding, petitioning and praising God in prayer to further the work of the Kingdom
5. Reaching out in word and deed to share the truth and love of God.

### III. Statement of Faith

At CMCC, we believe in the historic Christian faith as established in Scripture and as confessed in Christ's Church throughout the ages. Here, we express our deepest convictions and commit, as a community, to live according to them:

There is one God, Creator of all things, who reveals Himself to us in the Scriptures and who exists eternally in three distinct persons as Father, Son, and Holy Spirit, and who governs all things according to the purpose of His will. Giving glory to God is our primary purpose in life and ministry.

The Bible is the inspired Word of God, our sure guide, our complete and final authority in matters of faith, doctrine and practice, and comprises the Old and New Testaments alone.

Although God created us in His image to worship and enjoy eternal fellowship with Him, we have turned away from Him, being sinners by nature and by commission, and are in desperate need of His grace to rescue us from our fallen state.

Because of the Father's great love for us, He sent His Son, Jesus Christ, being fully God and fully man, to be born of a virgin, live a sinless life, suffer in our place on the cross, rise again on the third day, and ascend into heaven to be our perfect intercessor.

Salvation is by grace through faith in Jesus Christ alone. All who repent and trust in Jesus Christ as Lord and Savior are declared to be right with him, receiving forgiveness and eternal life. Salvation is found in no other name.

The Holy Spirit convicts us of sin, and as we respond to God's grace with repentance and faith, the Holy Spirit implants new life in us, indwells us showing we belong to God, incorporates us into Christ's body, and gives spiritual gifts to believers for strengthening the church.

The church is Christ's body, with Jesus Christ as its Lord and Head. In obedience to God, the church equips disciples through worship, prayer, and teaching, proclaims the Gospel in word and deed, administers baptism, celebrates communion, and witnesses to the hope, justice, and peace of Christ to a fallen world.

Jesus Christ will come again in glory to judge the living and the dead. We believe all people will rise from the dead — those who are in Christ to enjoy eternal life with God and those who are not in Christ to suffer eternal separation from Him.

### IV. Membership

- A. Defined.** Membership consists of all who: Confess that Jesus Christ, the Son of God and Son of Man, is their only Lord and Saviour
1. Agree with the Statement of Faith of Chiang Mai Community Church, and

2. Attend and participate on a regular basis in the worship services of Chiang Mai Community Church, and have been accepted by the church into Formal or Affiliate Membership as defined in B, below.

**B. Types.** There are two types of Membership in Chiang Mai Community Church: Formal Membership and Affiliate Membership (both types hereinafter referred to as “Members”).

**1. Formal Membership.** Those who do not have a home church membership elsewhere and desire to make Chiang Mai Community Church their home church may become eligible for Formal Membership in this church through any one of the following:

- a) Profession of faith and baptism.
- b) Reaffirmation of faith.
- c) Letter of transfer.

**2. Affiliate Membership.** Those who have a church membership elsewhere but desire formal recognition of Membership in Chiang Mai Community Church for the period of local residence are invited to become Affiliate Members.

**C. Acceptance into Membership.** Those who desire to become either Formal Members or Affiliate Members of this church shall make their request to the Pastoral Team. After approval by the Leadership Team they shall be received as Members at a regular church service.

**D. Concurrent Membership.** Participation and Membership in the church need not conflict with membership in another congregation or church.

#### **E. Privileges and Responsibilities of Membership**

1. All Members are eligible to vote in any regular or special meeting of the Membership and to serve in any Church Office or on any committee.
2. All Members are expected to:
  - a) Attend and contribute regularly towards the financial support and life of the church.
  - b) Pray for the church, its leaders and for one another.
  - c) Conduct their lives in a way that will bring honor to God and the teachings of Jesus Christ

**F. Termination of Membership.** Membership may be terminated by any of the following

1. Member's request to terminate.
2. Letter of transfer for Members in good standing
3. Permanent departure of Member.
4. Action of the Leadership Team.

**G. Membership Rolls.** The Leadership Team shall ensure that Membership Rolls are maintained.

## **V. Membership Meetings**

**A. Defined.** A Membership Meeting refers to any Regular or Special Meeting of Members.

**B. Regular Meetings.** Regular Membership Meetings shall be called by the Chair of the Leadership Team, and held semi-annually around October / November and around May / June. Announcement of these Meetings shall be made at the two (2) successive Sunday worship services prior to the meeting. The business of the semi-annual Meetings shall include:

1. Receipt of financial and other reports.
2. Adoption of the annual budget at the October/November meeting, and a progress report on the budget at the May/June meeting.
3. Election of members to Church Office.
4. Other business on the agenda or from the floor.

**C. Special Meetings.** Special Membership Meetings may be called by the Leadership Team, without notice if necessary, except for the calling of a Pastor at which time two weeks notice must be given. The Special Meeting shall be for the purpose announced in the call.

**D. Quorum.** A quorum of the Membership is required in order to conduct any business at a Membership Meeting. For this purpose, "quorum" is defined as 25 percent of the actual Membership as shown on the Membership Rolls at the time of the meeting. Provided a quorum is present, any issue requiring a vote of the Membership for passage will be considered passed on the affirmative vote of a simple majority of the Members present at the meeting, except that amendments of these Bylaws and the call of a new Pastor both require the affirmative vote of a two-thirds (2/3) majority of the Members present.

**E. Delegation of Authority.** The Membership delegates its authority to the Leadership Team at all times other than Membership Meetings.

## VI. Organizational Structure

**A. Defined.** The governing authority of CMCC rests with the Membership. The governance, spiritual direction, and administration of the church is carried out on behalf of the Membership by the Leadership Team, the Management Team, and the Pastoral Team. The primary focus of the Leadership Team is the governance and spiritual direction of the church. The primary focus of the Management Team is the day-to-day ministry and administration of the church. The primary focus of the Pastoral Team is to work with the Leadership Team to lead the church spiritually, and to work with the Management Team in church administration.

**B. Church Office.** Church Office is defined as service on either the Leadership Team or the Management Team. Nomination to Church Office is open to all Members in good standing, respected in the community, and committed to serving the Lord through service to His Church.

**C. Nominating Committee.** There shall be a standing committee of the Church to serve as the Nominating Committee for the purpose of developing a pool of appropriate candidates for election to any Church Office.

1. Membership on the Nominating Committee will be at the invitation of the Senior Pastor and the Chairpersons of the Leadership and Management Teams. The list of proposed members for the Nominating Committee must be ratified by the Leadership Team prior to the invitation being issued.

2. The Senior Pastor and the Chairs of the Leadership and Management Teams shall choose the Chair of the Nominating Committee from amongst the members of the Nominating committee. Membership on the Nominating Committee shall be for a period of two years. A member shall be eligible to serve one additional consecutive two-year term. Thereafter, the member must wait at least one full term before being considered eligible for service on the Nominating Committee.
3. The Nominating Committee shall work throughout the year to develop a slate of candidates for upcoming Membership Meetings.
4. Not less than two (2) months prior to any upcoming Membership Meeting, the Nominating Committee will be responsible for presenting the slate of proposed candidates to the Leadership Team for its review and comment. Thereafter, the slate must be published for the Membership at least three (3) weeks prior to the Meeting at which the election will be held. The slate is to be presented to the Membership even if it is a partial slate.
5. After the slate is published to the Membership, the slate will be considered open for two (2) weeks for the purpose of receiving any comment from the Membership.
6. One week before the Membership Meeting at which the election is to be held, the slate will be considered closed and final.
7. Nominations will be accepted from the floor at Membership Meetings only in situations where the Nominating Committee has been unable to identify an appropriate candidate for a particular office.
8. While serving on the Nominating Committee a Member is excluded from nomination to Church Office.

## VII. Leadership Team

**A. Purpose.** The purpose of the Leadership Team is to meet together to govern, lead, listen, pray, and set vision and spiritual direction for the Church. The Leadership Team is also responsible for the care, nurture, support, and oversight of the Pastoral Team.

**B. Composition.** The Leadership Team shall consist of six to eight (6-8) members: the Senior Pastor plus five to seven (5-7) additional members elected by the Membership. The Leadership Team may also include the Associate Pastor or other members of the Pastoral Team at the invitation of the Leadership Team.

### **C. Election and Term of Office.**

1. **Election.** The Nominating Committee will submit nominations to the Leadership Team for election to vacant positions on the Leadership Team as they occur.
2. **Term of Office.** The term of office of the Leadership Team will be two (2) years, with elections for the Leadership Team held at one of the regular Membership Meetings each year. The term of office begins upon election by the Membership.
3. **Subsequent Terms.** In order to promote consistency in leadership, members of the Leadership Team may stand for re-election for up to three (3) additional consecutive terms, after which the Member must stand down for one full term before being eligible for nomination to the Leadership Team.

4. **Pastor's Term.** The term of office of the Senior Pastor on the Leadership Team shall coincide with the time of service as Senior Pastor.
5. **Vacated Term.** In the event that any elected member of the Leadership Team is unable to complete their full term, the vacated office will be filled at the next Membership Meeting.

**D. Meetings, Quorum, and Voting Rights.** The Leadership Team shall usually meet at least monthly. One time each year, the Leadership Team will meet without the Senior Pastor present, in order to conduct a review of the service of the Senior Pastor and the Pastoral Team. A quorum must be present at any meeting in order for the Leadership Team to take action by vote on any issue before it. For this purpose, "quorum" is defined as two-thirds (2/3) of the members. Each elected member and the Senior Pastor has the right to vote on issues before the Leadership Team.

**E. Organization.** The Leadership Team shall elect a Chair from among its members. The Chair has the responsibility to convene and preside over meetings of the Leadership Team. The Chair is also the spokesperson for the Leadership Team to the Membership when necessary, calls and acts as the presiding officer at all Membership Meetings, and has the authority to execute contracts on behalf of the Membership. The Leadership Team shall also appoint a Recording Secretary from its members, who will be responsible for maintaining the Leadership Team records, including minutes of meetings.

**F. Chair of the Management Team.** The Leadership Team shall elect one of its own members to serve as the Chair of each Management Team meeting.

**G. Responsibilities.** The Leadership Team shall have the following responsibilities:

1. Govern, lead, listen, pray, and set vision and spiritual direction for the Church, and to provide for the care, nurture, support, and oversight of the Pastoral Team.
2. Oversee all contracts of the Church that have a bearing on the governance and spiritual direction of the Church, including contracts with the Senior Pastor, other members of the Pastoral Team and CMCC staff.
3. Act as liaison to the Pastoral Team.
4. Oversee personnel matters, approve the creation of new positions, and approve the dissolution of existing positions.
5. Set policy and develop strategies for achieving them.
6. Adopt an Annual Budget proposal, and present it to the Membership for approval at the October / November Meeting.
7. Act as liaison to, and work with, the Management Team.
8. Develop job descriptions for the Ministry Committees, and establish new committees as necessary.
9. Process requests for Membership.
10. Appoint committees and/or individuals for specific tasks.

11. Consider and approve/disapprove proposals to appropriate one time annually, an amount not greater than 5 percent of the General Reserves Fund for special needs that may arise. Such appropriation will be reported to the Membership at the next Membership Meeting.
12. Define the committees whose Chairs constitute the Management Team.
13. Ensure that Membership Rolls are maintained.

## VIII. Management Team.

**A. Purpose.** The purpose of the Management Team is to enact the Mission of CMCC by carrying out the administration and day-to-day ministry of the Church in accordance with the will of the Membership as expressed through the Mission Statement and policies established by the Leadership Team.

**B. Composition.** The Management Team shall be composed of the Chairs of church committees elected by the Membership and a Chair of the Management Team who is elected by and selected from the members of the Leadership Team. The Senior Pastor and other appropriate members of the Pastoral Team may serve as members of the Management Team. Another member of the Leadership Team shall also normally attend Management Team meetings as an ex-officio member.

### **C. Election and Term of Office.**

1. **Election.** The Nominating Committee will submit to the Leadership Team nominations for election to the Management Team as vacancies occur.
2. **Term of Office.** The term of office of the Leadership Team will be eighteen (18) months, with elections as required at regular Membership Meetings.
3. **Subsequent Terms.** In order to promote consistency in leadership, members of the Management Team may stand for re-election for up to four (4) consecutive terms, after which the Member must stand down for one (1) full term before being eligible for nomination to the Management Team.
4. **Vacated Term.** In the event that any member of the Management Team is unable to complete their full term, the vacated office may be filled by a Member on appointment by the Leadership Team until the next regular Membership Meeting.

**D. Organization and Responsibilities of the Management Team.** The Management Team shall include the following:

1. The Chair, who shall call and preside over the regular meetings of the Management Team, and be responsible for seeing that the work of the Management Team is carried out.
2. The Secretary, who shall keep minutes of Management Team meetings and Membership Meetings and distribute copies of said minutes to the Management Team and to the Membership as appropriate.
3. The Treasurer shall keep adequate financial records and make regular reports to the Management Team, Leadership Team, and at the semi-annual Membership Meetings. The Treasurer shall also prepare a budget proposal each year after consultation with

the Leadership Team, Management Team, Pastoral Team members and staff. The budget proposal will be reviewed by the Management Team, and then submitted to the Leadership Team for submission to the Membership. The accounts will be audited upon completion of each fiscal year by a person(s) appointed by the Management Team. The auditor's report will be made available to the Membership.

4. The Management Team shall meet together regularly as a group to discuss the progress of their ministry areas. The Chairs of the Ministry Committees are also expected to meet regularly with their respective committees. The Treasurer and Property Chair shall attend at least quarterly to review progress, hear reports, and take any necessary action on any issue.

## IX. The Pastoral Team

**A. Composition.** The Pastoral Team shall consist of a Senior Pastor, a Youth Pastor, and others as shall be called by Chiang Mai Community Church.

**B. Responsibilities of Senior Pastor.** The Senior Pastor is expected to:

1. Work to enact the Mission of Chiang Mai Community Church in partnership with:
  - a. The Leadership Team
  - b. Other members of the Pastoral Team
  - c. The Management Team
  - d. Staff
2. Be accountable to and work in harmony with the Leadership Team in performing the services and ministries of Chiang Mai Community Church.
3. Be responsible for and coordinate the services and ministries performed by the Pastoral Team.
4. Report on progress of ministry in meetings of the Leadership Team and Management Team.
5. Receive requests for Membership.
6. All such other duties as defined by contract.

**C. Responsibilities of Youth Pastor.** The Youth Pastor is expected to:

1. Work to enact the Mission of Chiang Mai Community Church in partnership with:
  - a. The Leadership Team
  - b. The Senior Pastor and other members of the Pastoral Team
  - c. The Management Team
  - d. Staff
2. Be accountable to and work in harmony with the Senior Pastor and Leadership Team in performing the services and ministries of Chiang Mai Community Church.
3. Plan and coordinate, in association with others of the Pastoral Team:



- a. The youth programs of Chiang Mai Community Church
  - b. Outreach programs to evangelize and disciple youth of the Chiang Mai expatriate community.
4. Report on progress of ministry in meetings of the Leadership Team and Management Team.
  5. In the absence of a Senior Pastor, the Youth Pastor shall be accountable to the Leadership Team.

#### **D. Responsibilities of Other Pastoral Team Appointees**

1. Work to enact the Mission of Chiang Mai Community church in partnership with:
  - a. The Leadership Team
  - b. The Senior Pastor and other members of the Pastoral Team
  - c. The Management Team
  - d. Staff
2. Be accountable to and work in harmony with the Senior Pastor and Leadership Team in performing the services and ministries of Chiang Mai Community Church.
3. Perform such duties as designated by the Senior Pastor and Leadership Team.
4. Report on progress of ministry in meetings of the Leadership Team and Management Team
5. In the absence of a Senior Pastor, other Pastoral Team appointees shall be accountable to the Leadership Team.

## **X. General Provisions**

**A. Church Office.** All members of the Leadership Team, Management Team, and Pastoral Team are expected to exhibit spiritual maturity and Christ-like character in their personal and working life.

**B. Removal from Church Office.** The Leadership Team shall dismiss any member of the Leadership Team, Management Team, or Pastoral Team prior to the expiration of their term for "gross misconduct."

**C. AMENDMENTS:** These Bylaws can be changed at any Membership Meeting called with proper notice, by an affirmative vote of two-thirds (2/3) of the Members present. The proposed changes must be clearly stated in the call to the meeting.

May 2017 Version

