

**BY-LAWS FOR  
FAITH CHRISTIAN FELLOWSHIP, INC.**

**BY-LAWS**

**ARTICLE I – GOVERNMENT**

**1.01 The officers of the fellowship shall be:**

- a. Bishop
- b. Executive President
- c. Executive Vice-President
- d. Executive Secretary
- e. Executive Treasurer

It is required that no person hold an office until they have been a member of the fellowship in good standing for at least two years.

**1.02 Bishop and/or Bishops**

- A. The election of Bishop or Bishops is a life election.
  - a. The first Bishop elected is the presiding Bishop of the fellowship.
  - b. At no time will there be more than two elected Bishops.
  - c. The presiding Bishop is always in order of election.
  - d. For a Bishop to be elected by the membership, he must have the approval of the present Bishop and the Executive Officers.
  - e. The additional Bishop is in training to replace the presiding Bishop.
  - f. For a Bishop to be discharged or eliminated, he must be found in sin, not repentant of his sin by the other Bishop and Executive Officers with a 100% vote to be relieved of the Bishop's position.
- B. The duties of the Bishop shall be to officially represent the fellowship.
  - a. The Bishop may, if he desires, be at all sessions of the Executive Board.
  - b. At his absence or death, the members may elect another Bishop to serve along with the absent Bishop or at the Bishop's death another Bishop is to be elected by its general membership.
  - c. He is to oversee, train, audit, and review the officers and membership of the fellowship.
- C. The term of the Bishop is for the life of the elected Bishop.

The first Bishop elected will always be the main Bishop until death, resignation, or overtaking by sin.

**1.03 Executive President**

- A. The Executive President shall be voted on every four years by secret ballot by a majority vote during the Annual Business Meeting.
- B. The duties of the Executive President shall be to officially represent the fellowship.
  - a. He shall preside over all sessions of the executive board.
  - b. He shall preside as the president in the deliberation of the annual conference.
  - c. In his absence the Executive Vice-President shall preside.

- d. In the event of death, resignation, or disability of the Executive President, the Executive Vice-President shall succeed to office.

#### **1.04 Executive Vice-President**

- A. The duties of the Executive Vice-President shall be those that are specifically delegated to him by the Executive President and the Executive Board
- B. The Executive Vice-President shall be elected biennially by secret ballot by a majority vote during the Annual Business Meeting.

He/she shall hold office until his successor is elected. (Two years)

#### **1.05 Executive Secretary**

- A. The duties of the Executive Secretary shall be to maintain accurate records of the proceedings of the fellowship.

The Executive Secretary is also to maintain a complete membership of ministers, missionaries, and churches.

- B. The Executive Secretary shall be elected biennially by secret ballot by a majority vote during the Annual Business Meeting.

He/she shall hold office until his successor is elected. (Two years)

#### **1.06 Executive Treasurer**

- A. The duties of the Executive Treasurer shall be the supervision of all financial records of the fellowship, and any other designated responsibilities by the executive president.

He will act as president of the finance committee.

- B. The Executive Treasurer shall be appointed to office by the Executive President for a four-year term.

#### **1.07 Vacancy**

In the event that a vacancy occurs in any other office, the Executive Board shall appoint an immediate successor to fill the office until the annual conference.

#### **1.08 Elections**

- A. All elections shall be held during the Annual Business Meeting of *FCFI*.
- B. Nominations and Elections shall be held according to the current “Nomination and Election Policy” established by the Executive Board.

### **ARTICLE II – BOARDS**

#### **2.01 Executive Board**

- A. An Executive Board member shall be elected at each annual conference by the registered members by a majority vote.

- 1. The Executive Board shall consist of eight members.

They shall include:

- a. The five elected Executive Officers
- b. Three other Trustees from the constituency shall be appointed by the Executive Board.

- B. The duties of the Executive Board shall include the administrative responsibilities of the fellowship.

- a. They shall approve all applications for membership.

Annual membership fees shall be established by the Executive Board.

- b. It shall be their responsibility to take care of all business not specifically given to another board or officer.
- c. They shall prepare an order of business, a proposed budget, and an agenda for the annual conference.
- d. They shall be authorized to create, establish, or appoint any other necessary boards or committees for proper execution of the business work and ministry of the fellowship.

## **2.02 Trustee Board**

- A. The Trustees of this corporation shall be three in number, appointed by the Executive Board at the annual meeting.
  - a. Their term of office shall be for three years with staggered appointments assuring that not all trustee board members will be replaced in the same year.
- B. The duties of the Trustee Board shall include the specific responsibilities delegated by the Executive Board.

## **ARTICLE III – DEPARTMENTS**

### **3.01 WORLD MISSIONS DEPARTMENT**

- A. A World Missions Department shall be established by The Fellowship for the purpose of gathering and making available to the members of The Fellowship accurate information concerning all phases of missionary activity and to seek ways to further the cause of world missionary endeavors.
- B. The Executive Board shall appoint a department chairman for a three year term. The chairman shall be a current member of the Trustee Board and will serve under the supervision of the Executive Board.

In the event that a vacancy occurs in the office of World Missions Department Chairman the Executive Board shall appoint a successor to fill the office to complete the unexpired term.

- C. The Executive Board has established a World Missions Department Policy and it will be adhered to until said policy is amended.

### **3.02 EVANGELISM DEPARTMENT**

- A. An Evangelism Department shall be established by The Fellowship for the purpose of emphasizing and promoting the ministry of evangelism and to promote harmony and understanding between evangelists and pastors.
- B. The Executive Board shall appoint a department chairman for a two year term. The chairman shall be a current member of the Trustee Board and will serve under the supervision of the Executive Board.

In the event that a vacancy occurs in the office of Evangelism Department Chairman the Executive Board shall appoint a successor to fill the office to complete the unexpired term.

- C. The Executive Board has established an Evangelism Department Policy and it will be adhered to until said policy is amended.

- D. The Fellowship recognizes the ministry of an Evangelist as an office set in the Church and therefore they should be encouraged. For the purposes of harmony, all pastors and evangelists are advised to have an agreement on all matters pertaining to projected campaigns.

### **3.03 YOUTH DEPARTMENT**

- A. The Fellowship shall establish a Youth Department for the purpose of promoting the youth of The Fellowship in the development of their spiritual lives, ministries, and the implementation of the national fellowship among our youth.
- B. The Executive Board shall appoint a Youth Department Chairman for a three year term. The chairman shall be a current member of the Trustee Board and will serve under the supervision of the Executive Board.

In the event that a vacancy occurs in this office, the Executive Board shall appoint a successor to fill the office to complete the unexpired term.

- C. The Executive Board has established a Youth Department Policy and it will be adhered to until said policy is amended.

### **ARTICLE IV – COMMITTEES**

- 4.01** Committees shall be appointed as needed in an advisory capacity to the Executive Board.

They shall be as follows:

- a. Committee on Membership (Executive Secretary to be chairman).
- b. Committee on Finance (Executive Treasurer to be chairman).
- c. Committee on Publications (Executive Board member is to be appointed by the Executive President to serve as chairman of this committee).
- d. A Conference Committee may be appointed annually by the President for the purpose of planning and preparing the annual conference.

### **ARTICLE V – LOCAL, REGIONAL, & NATIONAL MEETINGS**

- 5.01** All local meetings that represent *FCFI* shall be set up under the authority and approval of the Executive Board.
- 5.02** All regional and international meetings shall be under the authorization and approval of the Executive Board.

### **ARTICLE VI – ANNUAL CONFERENCE**

- 6.01** The time and place of the annual conference shall be set one year prior to the conference.
  - a. It shall be the responsibility of the executive board to set the date, time and place for the annual conference.
  - b. Any other meetings of the fellowship shall be called by the Executive Board and the constituency must be given 45 days notice in writing of special meetings.

## **ARTICLE VII – MEMBERSHIP**

**7.01** There shall be three classes of membership in *FCFI*:

1. Individual Membership
  - a. Ordained
  - b. Licensed
  - c. Minister in Training
2. Organizational Membership
  - a. Charter (Under *FCFI* IRS 501c3)
  - b. Non-chartered (Have their own IRS 501c3)
3. Business/Market Place Membership

**7.02** In order to become a member of the fellowship, a membership application, with the appropriate membership fees attached, must be submitted to the Executive Board for approval.

There is a special application for each of the three memberships.

**7.03** International Member

An international person, who does not have a previous relationship with a current member of the fellowship, must complete the following requirements before consideration of acceptance.

1. They must supply a picture of his/her church and congregation or organization.
2. They must supply a letter with a minimum of 20 signatures on it declaring him/her to be their pastor or leader.
3. They must supply their ordination or licensing credentials if applicable.

**7.04** Voting

- a. Voting constituency present at the annual conference shall include minister member, missionary member, one vote for a business/market place member, and one vote for each member church.

Said church and business /market place member vote shall be cast by a duly appointed registered delegate.

Delegate letter must be submitted on ministry letterhead and signed by a board member of the ministry.

- b. Training memberships are not voting members.

## **ARTICLE VIII – EXCLUSION FROM THE FELLOWSHIP**

**8.01** Any member of *FCFI* (whether an individual, a church, a missionary, or any other type of organization) may be removed as a member for the following reasons:

- a. Those who reject a part or whole of the doctrine of Christ. (*II John 9-11*)
- b. Those guilty of immorality. (*I Corin. 5:9-11*)
- c. Those who are unruly or walk disorderly. (*II Thes. 3:6-13*)
- d. Those who cause division. (*Rom. 16:17*)
- e. Domineering quarrelsome and sectarian leaders not to be followed. (*III John 9-10*)
- f. Those who defile their separation from the world. (*Jas. 4:4, Rev. 2:20-22*)
- g. Those who do not obey our statement of faith.
- h. Failure to pay membership fees as required by these Bylaws.

Any member who fails to pay membership fees as required by these By-laws shall be automatically removed and excluded as a member of *FCFI* if said member has not paid such fees within thirty (30) days after notice of non-payment is sent to them by the fellowship. Notice shall be in writing and addressed to such member at his or its last address shown on the records of *FCFI*.

- i. Failure to comply with the provisions of these By-laws.

All matters concerning exclusion from *FCFI* shall follow these By-laws as well as the “Written Policy’s” established by the Executive Board.

#### **ARTICLE IX – FINANCES**

**9.01** The Executive Treasurer shall be responsible for all of the financial records.

- a. The financial records shall be set up under the authority of the Executive Board.
- b. All financial records and books shall be kept at the general office of the fellowship.
- c. An annual report shall be made to all members of the fellowship.
- d. The travel expenses for members of the Executive Board and the Trustee Board shall be remunerated for business relating to the fellowship.

This is the only remuneration that an officer or board member is to receive.

#### **9.02 Missionary Support Policy**

In order for a local or overseas missionary to receive support from Faith Christian Fellowship International the current written policy of the Executive Board must be met before there is any consideration for support.

#### **ARTICLE X – DISCIPLINE**

**10.01** Any scriptural charge against a member must be made in writing to the Executive President. Any action must be made by the Bishop and Executive Board.

#### **ARTICLE XI – PARLIAMENTARY LAW**

**11.01** Parliamentary law shall be used in all questions concerning procedure of the conference. Parliamentary law shall be the authority used by the Bishop and presiding officers and by the conference unless the Constitution or By-laws clearly makes an exception.

#### **ARTICLE XII – LOCAL CHURCHES**

**12.01** Local churches who qualify for affiliation or denomination with *FCFI* according to the provisions set forth on the Membership Application will receive a membership certificate identifying them as “Affiliated with *FCFI* or denominational members of *FCFI*.” These certificates are renewable annually on a calendar year basis.

**12.02** Local churches must conform to the fellowship principles and procedures as set forth in the Constitution and By-laws.

**12.03** Affiliated charter churches and denominational churches who desire recognition as a tax exempt, non-profit organization with the United States Internal Revenue Department must adhere to required articles and/or provisions set for by the United States Internal Revenue Service.

**12.04** The churches of the *FCFI* shall provide the national office of *FCFI* with one copy of their Constitution and By-laws and one copy of their State Charter. The local church shall have the privilege of making additional rules and regulations for the local church administration, but they must contain the vital provisions set forth in these By-laws.

- 12.05** The local churches may license and ordain ministers.
- a. Such licensed and ordained ministers shall primarily be the responsibility of the local pastor and church that confers said licensing or ordination.
  - b. The national body retains the right to recognize or withhold recognition for immorality or departure from the doctrine of Christ
- 12.06** The fellowship desires to encourage all men called to God to fulfill their ministry. It does not sit in judgment of those who have made mistakes, but leaves them with God. If, however, their past has become seriously controversial, the fellowship counsels them in the spirit of Christ to quietly pursue their ministry as God leads and helps them, and to do nothing to cause themselves to become a further issue or matter of controversy, trusting that in the course of time, God will heal the wounds and scars.
- 12.07** It is strongly recommended that when situations requiring discipline arise that ministers and churches follow the Biblical method laid down by Christ and that every effort be put forth to secure reconciliation. But if all else fails, then divine discipline should be in order.
- “Moreover if thy brother shall trespass against thee go and tell him his fault between thee and him alone: if he shall hear thee, thou hast gained thy brother. But if he will not hear thee, then take with thee one or two more, that in the mouth of two or three witnesses every word may be established, and if he shall neglect to hear the church, let him be unto thee as an heathen man and a publician.” “Verily I say unto you, whatsoever ye shall bind on earth shall be bound in heaven; and whatsoever ye shall loose on earth shall be loosed in heaven. Again I say unto you, that if two of you shall agree on earth as touching any thing that they shall ask, it shall be done for them of my Father which is in heaven.” (Mt. 18:15-19)*
- 12.08** Sovereignty and ethics – the sovereignty of the local church shall be inviolate as noted in Article VI – Relationship of the Constitution. Ministers and Evangelists shall be perfectly free to go to all cities and places where God may lead them.

### **ARTICLE XIII - CHRISTIAN ARBITRATION**

- 13.01** All legal challenges within the corporation shall be resolved exclusively by Christian Mediation and / or Arbitration. No affiliate or employee of any affiliate shall have any right to file any type legal proceedings, regarding a matter of law or equity in any court or tribunal in the secular judiciary and all such challenges shall be exclusively handled by Christian Arbitration according to the adopted written policy of *FCFI*.

### **ARTICLE XIV – FELLOWSHIP GROWTH**

- 14.01** The way the fellowship has purposed to grow is as follows:
- a. Monthly Newsletter
  - b. Annual conferences, fellowship meetings, and regional meetings
  - c. By the starting of Faith Christian Minister’s Fellowship in the areas that we have membership.
    1. These *FCMF*’s will be for the local areas and will only be a minister’s fellowship.
    2. They will not be licensing or ordaining.
    3. They are only a local fellowship for ministers, missionaries, ministers in training, Christian and religious workers and their various churches, missions, and religious organizations.

**ARTICLE XV: BREACH OF FIDUCIARY DUTY**

**15.01** To the fullest extent permitted by the Nonprofit Corporation Act of the State of Michigan, as amended from time to time, no Officer of the Corporation shall be liable to the Corporation for monetary damages for a breach of the officer's fiduciary duty. Any repeal or amendment with this Article or adoption of any provision of the Articles of Incorporation inconsistent with this Article shall have prospective effect only and shall not adversely affect the liability of an Officer of the Corporation with respect to any act of omission occurring at or before the time of such repeal, amendment or adoption of an inconsistent provision.

**ARTICLE XVI: INDEMNIFICATION**

**16.01** The Corporation shall, to the fullest extent permitted by the Nonprofit Corporation Act of the State of Michigan, as amended from time to time, indemnify any Officer whom it shall have the power to indemnify, from and against any and all of the expenses, liabilities or other losses of any nature.

**ARTICLE XVII – AMENDMENTS**

**17.01** The By-laws of the fellowship may be amended by the Executive Board of the fellowship at a special meeting called by the President of the Executive Board for the specific purpose of amending the By-laws.

- a. The proposed amendments of the By-laws by the Executive Board shall be sent in writing two weeks preceding the special membership meeting of the Executive Board to vote upon amending the By-laws.
- b. The approved amendments of the By-laws by the Executive Board shall be presented to the voting membership at the Annual Business Meeting for consideration.

**17.02** These By-laws shall not be changed and/or amended unless the proposed changes or amendments are offered at the first session of the Annual Fellowship Conference and lie over to the subsequent day, and then, be presented to the voting membership in attendance at the Annual Business Meeting for consideration. A two-thirds majority vote is required for action and acceptance.

These By-laws were adopted by the membership of *FCFI* on this \_\_\_\_\_ day of \_\_\_\_\_ 2010,  
And the following signatures are fixed to these Articles with the Corporate Seal.

\_\_\_\_\_  
Timothy W. Cummings, Bishop/President of *FCFI*

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Jeffery S. Raatz, Corporate Secretary of *FCFI*