

Immanuel Bible Church

Bylaws

Article I

Location of Offices

The name of this corporation is Immanuel Bible Church. It is a California non-profit religious corporation with its principal place of business in Los Angeles, California.

Article II

Purpose

This corporation is organized for exclusively religious purposes. Our commission is summarized as follows: “And Jesus came up and spoke to them, saying, ‘All authority has been given to Me in heaven and on earth. Go therefore and make disciples of all the nations baptizing them in the name of the Father and the Son and the Holy Spirit, teaching them to observe all that I commanded you; and lo, I am with you always, even to the end of the age’” (Matthew 28:18-20).

Article III

Statement of Faith

[Our doctrinal statement can also be viewed by visiting the church website at <http://www.ibcbible.org>. In addition, a printed version of our doctrinal statement may be obtained by making a request to any church officer or pastor.]

We believe the Bible is God's written revelation to man. It is verbally inspired in every word, and absolutely inerrant in the original documents. We affirm the infallibility, sufficiency, and authority of Scripture.

We believe that there is but one Living and true God, an infinite, all-knowing Spirit, perfect in all His attributes, one in essence, eternally existing in three Persons -- the Father, Son, and Holy Spirit - each equally deserving worship and obedience.

We believe in the deity of our Lord Jesus Christ, in His Virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and His personal return in power and glory.

We believe that the salvation of man, who is sinful and lost, is instantaneous and accomplished solely by the power of the Holy Spirit through the instrumentality of the Word of God when the repentant sinner -- enabled by the Holy Spirit -- responds in faith. This salvation is wholly of God by grace on the basis of the redeeming work of Jesus Christ, the merit of His shed blood, and not on the basis of human merit or works. All the redeemed are kept by God's power and are thus secure in Christ forever.

We believe in the Spirit-filled life. As the supernatural and sovereign Agent in regeneration, the Holy Spirit baptizes all believers into the Body of Christ at the moment

of salvation. The Holy Spirit also indwells, sanctifies, instructs, empowers them for service, and seals them unto the day of redemption.

We believe in the bodily resurrection of both the saved and the unsaved; the saved unto the resurrection of life and the unsaved unto the resurrection of damnation.

We believe that all who put their faith in Jesus Christ are immediately placed by the Holy Spirit into one united spiritual Body, the church, of which Christ is the head. The purpose of the church is to glorify God by building its members up in the faith, by instruction of the word, by fellowship, by keeping the ordinances, and by advancing and communicating the gospel to the entire world. The formation of the church, the Body of Christ, began on the Day of Pentecost and will be completed at the coming of Christ for His own at the rapture.

Article IV Government of the Church

Subject to limitations that may be set forth in the Articles of Incorporation, these Bylaws and/or pertinent provisions of the Corporation Code of the State of California, the activities and affairs of Immanuel Bible Church shall be exercised by or under the direction of a Board of Elders. A Board of Deacons shall also exist for the purposes set forth below.

1. Elder Board

- A. **Authority & Responsibility.** The Elder Board has full authority to govern and make decisions for all aspects of church ministry and the financial business of the church. In addition, they will be responsible to teach and train members in the Word of God and provide godly leadership for the church. The head pastor will be a member of the Elder Board.
- B. **Decision Making.** While unanimity is the goal, two-thirds of the elders affirmation is required to effectuate any decision of the Elder Board.
- C. **Nomination, Affirmation & Appointment.** The Elder Board will nominate candidates for elders from the congregation (which may include pastoral staff). Those who have been nominated to serve as ~~Pastors~~, elders shall be put to a vote of affirmation by the members of the congregation. Final appointment of the nominee to the office of elder shall be made at the discretion of the Elder Board. In making the final appointment, the Elder Board shall give due consideration to the vote of affirmation, but is not bound by it. The term of the appointment shall be determined by the Elder Board.

2. Deacon Board

- A. **Responsibilities.** It is the responsibility of the Deacon Board, under the guidance and direction of the Elder Board, to minister to the various needs

for the proper functioning of the church. The Deacon Board will serve in the administration of the various ministries and programs of the church.

- B. **Nomination, Affirmation & Appointment.** The Elder Board will nominate candidates for deacons from the congregation (which may include pastoral staff). Those who have been nominated to serve as deacons shall be put to a vote of affirmation by the members of the congregation. Final appointment of the nominee to the office of deacon shall be made at the discretion of the Elder Board. In making the final appointment, the Elder Board shall give due consideration to the vote of affirmation, but is not bound by it. The term of the appointment shall be determined by the Elder Board.

3. Corporate Officers

- A. **Officers.** In accordance with provisions of Section 9213 of the Corporation Code of the State of California governing non-profit religious corporations, the officers of the corporation shall be a Chairman, a Secretary and a Treasurer and shall be appointed annually by the Elder Board.
- B. **The Chairman.** The Chairman shall be the Chief Executive Officer of the corporation and shall, subject to the control of the Elder Board, have general supervision, as from time to time may be prescribed for him by the Elder Board. direction, and control of the activities and officers of the corporation. He shall preside at all meetings of the Elder Board. He shall be an *ex officio* member of all the standing committees, if any, and shall have powers and duties as may be prescribed by the Elder Board. In the absence of the Chairman, a person designated by the Chairman or alternatively by the Elder Board, shall perform all the duties of the Chairman, and when so acting shall have all the powers of, and be subject to all the restrictions upon, the Chairman. The designee shall have such other powers and perform such other duties
- C. **Secretary.** The Secretary shall keep, or cause to be kept, a book of minutes of all meetings of the Members and the Elder Board, which shall include, but is not limited to, the time and place, whether regular or special (if special how authorized), the notice given, the names of those present at the meetings, and the proceedings thereof.

The Secretary shall keep the seal of the corporation in safe custody, shall keep originals and/or copies of the corporation's Articles of Incorporation and Bylaws, shall keep a regularly updated church membership register, and shall have such other powers and perform such other duties as prescribed by the Elder Board.

- D. **Treasurer.** The Treasurer shall ensure the stewardship of the physical and financial resources of the corporation, and ensure that all financial activities are consistent with these Bylaws as well as State and Federal laws. The Treasurer shall have the duties and responsibilities including,

but not limited to, keeping and maintaining an adequate and accurate accounting of the properties and business transactions of the corporation, and making all deposits and disbursements of funds in the corporate name, making the books of account available for inspection by any Elder, and shall have such other powers and perform such other duties as prescribed by the Elder Board.

- E. **Additional Officers.** In its discretion, the Elder Board may permanently or temporarily appoint, and/or may empower the Chairman to appoint, additional officers as the business of the corporation may require.
- 4. **Additional Boards and/or Committees.** Any other creation or subdivision or ministry groups, committees or boards will be at the sole discretion of the Elder Board.
- 5. **Elections.** The Elder Board may, at its discretion, put to vote any other decisions that the Elder Board deems appropriate for the members of the congregation to make. For any congregational decision that is put to vote, a quorum of one half of the active membership is required; and thereafter a two-thirds majority of the quorum is required to effectuate the vote. Such votes shall take place during the Annual Assembly or during special elections as designated by the Elder Board.

Article V Qualifications of Elders & Deacons

- 1. Qualifications of Elders
 - A. 1 Timothy 3:2 An overseer, then, must be above reproach, the husband of one wife, temperate, prudent, respectable, hospitable, able to teach, 3 not addicted to wine or pugnacious, but gentle, uncontentious, free from the love of money. 4 He must be one who manages his own household well, keeping his children under control with all dignity 5 (but if a man does not know how to manage his own household, how will he take care of the church of God?); 6 and not a new convert, lest he become conceited and fall into the condemnation incurred by the devil. 7 And he must have a good reputation with those outside the church, so that he may not fall into reproach and the snare of the devil.
 - B. Titus 1:5 For this reason I left you in Crete, that you might set in order what remains, and appoint elders in every city as I directed you, 6 namely, if any man be above reproach, the husband of one wife, having children who believe not accused of dissipation or rebellion. 7 For the overseer must be above reproach as God's steward, not self-willed, not quick-tempered, not addicted to wine, not pugnacious, not fond of sordid gain, 8 but hospitable, loving what is good, sensible, just devout, self-controlled, 9 holding fast the faithful word which is in accordance with the teaching, that he may be able both to exhort in sound doctrine and to refute those to contradict.
- 2. Qualifications of Deacons

- A. 1 Timothy 3:8 Deacons likewise must be men of dignity, not double-tongued, or addicted to much wine or fond of sordid gain, 9 but holding to the mystery of the faith with a clear conscience. 10 And let these also first be tested; then let them serve as deacons if they are beyond reproach. 11 Women must likewise be dignified, not malicious gossips, but temperate, faithful in all things. 12 Let deacons be husbands of only one wife, and good managers of their children and their own households. 13 For those who have served well as deacons obtain for themselves a high standing and great confidence in the faith that is in Christ Jesus.

Article VI Church Membership

1. **Active Membership.** Active membership in Immanuel Bible Church shall be open to all persons who confess Jesus Christ as their Lord and Savior and have satisfactorily completed the Membership Class and Examination. Members must submit to the decision making authority of the Elder Board, must obey the ordinances of baptism and communion, and must agree with and abide by the doctrinal statement and these Bylaws.

Membership shall be deemed inactive if a member fails to attend church for a period exceeding six (6) consecutive months for any reason whatsoever. Consequently, any de-activated member shall no longer have any rights and/or obligations of an active member of the church. However, and at any time, a de-activated member may make a request to the elder board that his or her membership be re-activated. The elder board at its discretion may reinstate the member to active status, deny the request, or require that the person satisfactorily complete the Membership Class and Examination again.

2. **Church Discipline.** In the event of a member's blatant and rebellious sin, the process of church discipline will be administered according to Scripture in love and with the goal of restoring a member to righteous living.

- A. First, reprove in private
- B. Second, reprove with witnesses
- C. Finally, deny fellowship to the unrepentant brother or sister.

Matthew 18:15-17 "And if your brother sins, go and reprove him in private; if he listens to you, you have won your brother. 16 But if he does not listen to you, take one or two more with you, so that by the mouth of two or three witnesses every fact may be confirmed. 17 And if he refuses to listen to them, tell it to the church; and if he refuses to listen even to the church, let him be to you as a Gentile and a tax-gatherer."

Article VII Annual Assembly

At least once per calendar year, an annual assembly shall be convened to provide a report to the membership of the congregation. The report at the annual assembly shall include, but is not limited to, information regarding general ministry goals and accomplishments, and financial information. In addition to the annual assembly, regular members assemblies may be called.

**Article VIII
Amendments**

The Elder Board may amend or otherwise revise these bylaws by unanimous vote.

**Article VIII
Provisional Government**

Until such time that a qualified Elder Board is constituted, acting directors shall constitute the governing authority and leadership of the church. The pastoral staff shall serve as acting directors until such time and shall strive to timely fill the offices of Elder Board with qualified men.

DATED: _____

**Pastor Nam Park, Chairman
Adam Pawley, Secretary
Jennifer Kim, Treasurer**

By _____
Nam Park, Chairman