

2025 Bylaw Revision – Summary of Changes

Below is a summary of the work that was done to update CABC's Bylaw document that was last edited in 2004. This process took 2 years' worth of work to go over each section and evaluate. If there are any questions on why any changes were made, please reach out to any one of us on the Elder Board.

To ratify this change we will need 2/3 of the total church membership to vote affirmatively. Please take this month to review these changes, ask any questions you may have, and come to our **Annual Meeting on June 22nd at 10:30am** following our Worship Service where we will present the proposal for a vote.

Respectfully Submitted,

-The Elder Board: Michael Freeman, Mark Schumacher, Pastor Joshua Trojak

Grammar and General Changes:

- Updated general grammar issues
- Changed to gender neutral language
- Reduced and simplified overly wordy sections
- Added links and table of contents to navigate document

Specific Changes:

Article I - Incorporation

- Same

Article II – Purpose, Vision, and Mission Statement

- Updated the Vision and Mission to reflect what was adopted in 2018

Article III - Organization

- Added the Statement of Faith to the final sentence

Article IV – Statement of Faith

- Amended the Scripture references:
 - Removed John 16:24 and 2 Timothy 3:16 from Holy Spirit (IV.5)
 - Added Philippians 4:6 to prayer (IV.11)
- Corrected broken Bible verses
 - Ex. 1 Corinthians 23:29 is not a real verse (IV.8)
- Removed analogy to rooms in About the Church (IV.8)

Article V - Membership

- General sentence changes
- Expanded wording in V.2 on responsibilities: “participation with this body in corporate worship, spiritual development, and Christian service.”
- Changed covenant renewal time to May to allow for a more accurate Membership List prior to the Annual Meeting (V.6)

Article VI – Church Year

- Simplified

Article VII – Church Records

- Defined the sacraments more clearly (VII.1.a)
- Added information regarding the Employee Handbook and Policy Manual (VII.1.h.i.ii)

Previous Article VIII – Biblical Counseling

- We removed this section due to not having these roles at this time. In the future this section can be included in the Employee Handbook and Policy Manual.

Article VIII - Confidentiality

- Changed Senior Pastor to Pastors to include any future associate pastors.

Article IX – Conflict Resolution

- Removed points 2-5 of the previous Article X and pointed them to a policy placed in the Employee Handbook and Policy Manual.

Article X – Church Discipline

- This section referred to a document that didn’t exist before. This document can now be found in the Employee Handbook and Policy Manual.

Article XI – Elected Church Leadership

- This section is the biggest change. This Article combines Article XII Officers of the Church, XIII Elder Board, XV Deacon Board, and XVI Other Elected Positions.
- 1. Qualities of Leadership is mostly taken from what was in the Deacon Board section. These qualities should apply to any elected leader of the church.
- 2. Terms: This section was largely untouched with the exception of unifying the terms of service for all roles to one (1) year terms that can be reaffirmed for a total of four (4) years with a one (1) year break period before entering back into leadership.
- 5. Each Board does have some things that are specific to them. For the Elders we just reworded this section to simplify the different sections.
 - 5.c.i is a new addition to make sure that we always have a minimum of two Elders.

- 6. Wrote the Deacon Board to match the style of the Elder Board section.
 - 6.b sets the whole Deacon Board responsibilities to mirror the different roles of the Deacon Board.
 - 6.b.v.4 written to reflect the current procedure that has been in place for the budget creation and approval process.
 - 6.c added to connect other policies and procedures to the Employee Handbook and Policy Manual.
 - 6.c.iii, iv,v,vi all expanded to give definition to the chairs of the non-officer committees.
- 7.a cleaned up language around the officers of the church.
- 7.b.iv updated language to reflect the Treasurer's role in overseeing the financial process rather than being the one doing it all.
- 8.c Change "The Church may..." to "The Church will..." at the suggestion from our lawyer's review

Article XII – Special Committees and Positions

- 1. Nominating Committee and 4. Financial Secretary moved to be affirmations by the congregation instead of elected positions. Nominating Committee to be overseen by the Elder Board, and the Financial Secretary to be overseen by the Finance Committee.
- 2. Generalized the Senior Pastor Search Committee to apply to any pastoral vacancy or search.
 - 2.a.ii- Gave further definition to a pastoral search committee
- 4. Moved the Financial Secretary to this section to be overseen by the Finance Committee rather than in the elected leadership section. Also gave more definition to the responsibilities and terms of service of this role.

Article XIII – Pastoral Positions

- Made this section to encompass the Senior Pastor and any additional Associate Pastor(s)
- 2. Senior Pastor – Changed the wording to gender neutral terminology.
- 3. Gave definition to an Associate Pastor role and gave charge of how that position operates to the Employee Handbook and Policy Manual.
- 4. Dissolution: Gives the Elder Board authority to temporarily suspend a pastoral position until a special meeting takes place for the congregational vote.

Article XIV – Ministry Staff

- Combined the previous XIV Ministry Staff Team and XIX Ministry Directors into one section.
- Changed the word Directors to Staff to encompass all employee positions.
- Included a Staff Relations representative on the search committees as well.
- 5.b,c,d give more detail to what we have been currently doing in job search practices.
- Removed previous points 4, 5 from duties section due to those specifics resting in each individual job descriptions.

Article XV – Meetings of the Church

- Basic reorganization of the sections on the Annual and Semi-Annual meetings.
- 2.c.i updated to 10% of the congregation to submit a written request for a special meeting. This makes this more adaptable to the size of the congregation than a flat number.
- 2.c.iii changed letter to “additional efforts will be made to notify.”
- 2.e.i added to say a request for a written ballot must be given to the Senior Pastor or the Moderating Elder.
- 2.e.ii added “A majority”
- 2.e.iii Added the sentence “Every effort should be made to attend these meetings in person.”

Article XVI – Legal Matters

- These changes were made in consultation with our lawyer.
- 1. Changed “property, real or personal” to “real estate.”
- 3. Changed to clarify that our property would be given back to ABCOPAD (from where it came) in the event that we ceased to operate, but ABCOPAD has no right to the property otherwise.

Article XVII – Articles of Incorporation – Domestic Nonprofit Corporation

- Unchanged

Article XVIII - Amendments

- Unchanged

Special Thanks To:

- Editors: Bethanie Freeman, Debra Trojak
- Lawyer: Joseph A. Kalasnik, Esq.
- Many others who provided input for one or more of our many questions.