

THE GATHERING
BY-LAWS
June 30, 2006 Rev *

This By-Law relates generally to the transactions of the affairs of THE GATHERING. It shall be strictly interpreted at all times in accordance with and subject to the Constitution. In cases where this By-Law is inconsistent with areas of the Constitution the provisions of the Constitution shall prevail.

ARTICLE 1 -BUSINESS MEETINGS

Article 1.1 Fiscal Year

The fiscal year is the calendar year ending December 31.

Article 1.2 Regular Meetings

In addition to the annual business meeting which will be held by early March as stated in the Constitution, other business meetings may be called by the Elders for the transaction of Church business as needed. Notice shall be given at least two corporate worship services prior to such a meeting. A quorum of one-third of the membership shall be required to officially transact business. A vote of a simple majority of those members attending will be required to approve a motion.

Article 1.3 Special Meetings

Special meetings may be called by the Elders or on written request of twenty percent (20%) of the total membership. Notice of such meeting shall be given at least two corporate worship services prior to such meeting. A quorum of one-third of the membership shall be required to transact business officially. A vote of a simple majority of those members attending will be required to approve a motion.

Meetings called to amend the constitution or call a pastor require attendance of one-half the membership present and a two-thirds vote to approve a motion.

Article 1.4 Annual Budget

Unless waived at the previous annual meeting, an annual budget will be prepared by the Church Advisory with the assistance of the Treasurer. It will be submitted to the members for their approval at the annual meeting held by early March.

Article 1.5 Voting Method

- a. Voting will be by a written ballot unless at least two-thirds present approve by a simple show of hands this formality be waived. Members not present are allowed to present their view by a written submission on business matters that will be discussed but cannot make a motion or vote. The chairman will present at the appropriate time. Proxy votes are not permitted.

- b. All paid employees (working over 20 hours/week) and / or Pastor of the church will be advised of all meetings of the Membership and/or meetings of the Church Advisory board and is requested to be in attendance except where his or her position, performance, responsibility or remuneration is discussed. At any non restricted meeting the said employee / Pastor is permitted to speak to all matters properly before the Membership or Advisory but without the right to make motions, second motions or to vote.

ARTICLE 2 -OFFICERS, BOARDS AND COMMITTEES*

Article 2.1

Church Advisory*

As stated in the Constitution, all Officers of THE GATHERING shall be church members. They shall abide by the Statement of Faith and expectations of Lifestyle. They shall include: the Elders, one who will chair Advisory meetings, the Treasurer, the Clerk Secretary and at least four (4) members at large, two (2) who will serve as trustees.

A quorum to transact business of the Church should consist of a minimum of two (2) Elders and three (3) elected members. Members not attending this meeting should present in writing their view on any agenda items which requires a vote to the chairman prior to the meeting. The chairman will present this as information during the discussion prior to the vote.

The Church Advisory shall at its first meeting each year appoint an Elder as a Chair to preside over all advisory meetings, regular meetings and special meetings. The other Elders will act as Vice Chair.

Execution of all documents as needed by the banks, except those covered by the Article 7 of the Constitution, shall be signed by any two (2) of the Chair, Vice-Chairs, Clerk Secretary or Treasurer

Elders

There shall be three (3) to five (5) Elders who shall each serve for a three-year term. On a rotating system at the Annual Meeting, the term of one-third (1/3) of the elder's board (minimum of one elder) expires each year. The Elder(s) can serve another term, to a maximum of three (3) terms however the attending membership must give affirmation. After a period of one-year vacancy, the Elder could be elected to serve another cycle of three terms.

Elders are appointed by the incumbent elders as vacancies occur or as the need arises. The name or names of candidates for eldership will be presented to the membership to provide feedback to the acting elders. This feedback can occur verbally or in written form. It provides the opportunity to provide support or indicate if anything in the candidate's character and life, which would disqualify them from the position. If it is determined by the remaining Elders that the nominated candidate or a sitting Elder is unqualified to serve, their names will be set aside.

The Pastor, who may receive remuneration, is a member of the Elder's board and can participate in all matters except those, which concern him. This position does not automatically have a term, which expires.

Clerk Secretary

The Clerk Secretary shall be appointed by the Elders and if affirmed by members at the annual meeting can vote in all matters. The person shall keep a record of all members both active and inactive, required records,

roll of officers and shall act as secretary at all business meetings of the Church, and as the correspondence secretary of the Church.

Treasurer

The Treasurer shall be appointed by the Elders and if affirmed by members at the annual meeting can vote in all matters. The Treasurer shall be responsible preparation of an annual budget and for the disbursement of Church funds as authorized by the Church Advisory. The Treasurer shall keep accurate books of account and present audited financial statements of the Church at the Annual Meeting and such interim financial statements as required by the Church Advisory.

Envelope Secretary

The Envelope Secretary shall be a member of the church and shall be appointed by the Elders. The Envelope Secretary shall be responsible for maintaining records of offerings received throughout the year and for preparing appropriate tax receipts. There is no necessity to be on the Advisory board.

Other Advisory Members*

In addition to the Elders, Treasurer, and Clerk Secretary a minimum of four (4) and a maximum of six (6) members shall be elected to the Church Advisory at the Annual Meeting. Two members will also act as trustees for the affairs of church business.

Each member elected will serve for a one-year term, to a maximum of three (3) terms in any four (4) year period.

Article 2.2 Church Committees

Ministry Committee

The Ministry committee is made up of the Elders, Pastor and Ministry Leaders
The Ministry committee will report to the Church Advisory and implement Elder approved activities relating to the mission of the Church. The members of the Ministry Committee shall act as counselors and assistants to the Elders and Pastor in advancing the spiritual interests of the Church. All members of the Ministry committee are required to sign the Church's "Expectations of Lifestyle" and "Statement of Faith" statement.

Administration Committee

The Church Advisory shall appoint an Administration committee, which will report to the Advisory and implement Elder approved activities relating to the operation of the Church. At least three (3) members of the Advisory will serve on the Administration Committee.

In collaboration with the Elders/Pastor(s) this committee will make any authorized purchases, oversee any maintenance of facilities (purchased or rented), maintain sound and audio visual equipment.

Nominating Committee

The Nominating committee shall be appointed at the annual meeting, after a lapsed period of one year from January 1, 2007. It shall consist of four (4) members: two (2) members from the membership-at-large, one (1) from the Advisory, and the Pastor or an Elder, whose term is not expiring, who shall chair this Committee. Each member shall be appointed for a one-year term at the Annual Meeting of the Church, to a

maximum of three (3) terms in any four (4) year period. The Nominating Committee prior to the annual meeting shall present the slate of nominees to the Church for the members at large positions on the Church Advisory. This includes two trustees.

In the event that a vacancy occurs during the year affecting a quorum, the Nominating Committee shall advise the Church Advisory of a member willing to serve. The Advisory will vote and on majority of at least two-thirds accept such member until such time that an election at a business meeting may be held.

Ad Hoc Committees of the Church Advisory

Ad Hoc Committees of the Advisory shall be such as are established at an annual, regular or special meeting from time to time and shall be composed of not less than three members, one of whom shall be a member of the Advisory.

Auditors

At least one (1) Auditor shall be appointed each year for a one-year term at the Annual Meeting, and shall be required to report on the accuracy of the financial statements presented to the Church by the Treasurer at the Annual Meeting.

Article 2.3 (1) Church Ministries

THE GATHERING ministries are set up around multiple small groups, who will meet in different regions usually in different homes. These will be led by ministry leaders, teachers or contributors who have all signed the “expectations of Lifestyle statement” and been approved by the Elders who will also assist where necessary, to train and to teach those wishing to serve in a more responsible manner.

The small groups are designed as Cell Church models and everyone should be part of a cell. The Elders/Pastor will also approve the purpose, vision and strategy of each cell. The strategy for the Cells and the larger gathering celebration are Communion, Commission, Community and Covenant.

Periodically all the cell and group ministries will join in a larger celebration of corporate worship. The Ministry committee will arrange the timing, format, worship team, teaching and communion. The Administration committee will look after location arrangements (set-up, services and clean-up).

Article 2.3(2) Abuse Prevention plan and Police Record Checks*

The church has a commitment to providing a safe environment for children / youth and declares zero tolerance for abuse, harassment or neglect committed by any children’s or youth ministry worker, including employees, members and volunteers. We truly wish to prevent any harm to those entrusted into our care and wish to protect our staff and volunteers from false or wrongful allegations. Towards this goal we have adopted a Conduct Policy for these Volunteers.

All persons serving as children’s and youth ministry volunteers or staff are required shall be required to undergo a police record check prior to commencing such positions. This includes elders, pastors, ministry leaders, teachers, nursery staff, youth leaders or any other positions, which the Church Advisory may designate. These police record checks shall be renewed every three (3) years.

Article 2.3. (3) Benevolent Fund

The Gathering will establish a benevolent fund to help those that are in need of assistance due to being in desperate circumstances. This will be administered by the Elders who will investigate the circumstances, the need and will approve the amount of payment. Amounts \$500.00 or less will remain confidential within the Elders except as needed by the Treasurer who needs the name and Auditor who will review the complete file.

Amounts over \$500.00 either in total or accumulated by the person or family will be reviewed as above however a review by a majority of the Church Advisory of the details is needed before payment is made.

Article 2.3 (4) Bursary Program

The Gathering wishes to encourage members and students residing in the activity area of the Gathering to obtain a post secondary education and advance the church's work and purpose. To encourage this, the Gathering will provide an annual bursary fund up to a maximum amount set each year in the annual budget as approved by the membership. This bursary fund will be distributed evenly among the first five eligible applications received.

Applications will be received for the four weeks beginning the fourth Monday of September following the procedures laid out and approved by the membership March 3, 2009. The Elders will review and approve with advice to the membership.

ARTICLE 3

Article 3.1 Special Business

In the event the Members are to consider any of the following matters at an annual or special meeting, a quorum of one-third (1/3) of the membership and a simple majority vote is required to pass a motion which would pertain borrowing, incurring capital expenditures in excess of ten percent (10%) of the prior years fiscal year's offerings, amendments to the By-laws or other important matters. A notice stating the proposed business matter must be provided at services for two corporate worship services immediately preceding the date of such a meeting.

A notice of an amendment to the Constitution or calling of a Pastor must be provided at three corporate worship services immediately preceding the date of such a meeting. In these two matters a quorum of one-half the membership is required and a motion shall be accepted if two-thirds (2/3) of the members present vote in favor of it.

Voting with respect to the above matters shall be by secret ballot unless a majority of those Members in attendance approve that a vote be taken by a show of hands.

Article 3.2 Integrity

The constitution gives a clear statement that The Gathering shall be carried on without purpose of financial or material gain for its members. Clearly no church member should derive a personal benefit from the church activities or its revenues.

There are circumstances however where common sense and reasonableness should govern the situation. The following type of expense would not constitute a benefit:

- Church dinners such as pot luck and / or where attendees pay the majority of the expenses
- Refreshments served at church services, committees and board meetings

- Extra ordinary expenses of volunteer youth sponsors or supervision
- Expenses of a member who cannot afford to attend a function whereas the Elders feel that their attendance is very important to the church.

Circumstances that are not clear should be referred to the Elders who will discuss with the Church Advisory.

ORIGINAL APPROVED 30TH DAY OF JUNE 2006

*Amended Mar 2007, Mar 2008, Mar 2009 and Mar 2010

Certified by

John (Jack) M Harris, Elder.....

Walter (Wally) R Lott, Elder.....

Mark L Norman, Elder.....

William John Devries, Elder.....