

# **Pentecostal/Charismatic Churches of North America**

## **BYLAWS**

### **PREAMBLE**

At the beginning of the twentieth century, the Pentecostal movement was born in America out of several Holiness and deeper-life movements. The identifying teaching of the Pentecostal movement centered on the experience known as the baptism in the Holy Spirit, evidenced by speaking in tongues and other gifts of the Spirit. Beginning in Topeka, Kansas, in 1901, the movement became a worldwide force after 1906, through the Azusa Street Mission in Los Angeles, California. From a small group led by African Americans, the movement soon became interracial and international, encompassing people of all races, cultures, denominations, and nationalities.

The purpose of the Pentecostal/Charismatic Churches of North America is to provide a framework for fellowship, dialogue, and cooperation between the various Pentecostal and Charismatic denominations, churches, and ministries in North America that agree with the purposes and goals of the organization. Since these churches and fellowships share a common history of Holy Spirit renewal and an overriding goal of evangelizing the world, they wish to join in a common witness to the outpouring of the Holy Spirit upon all flesh in the last days.

It is the desire of the Pentecostal/Charismatic Churches of North America to give expression to the inherent principles of spiritual unity and fellowship among Pentecostal believers, leaving inviolate the existing forms of government adopted by its members and recognizing that every freedom and privilege enjoyed by any group shall remain its undisturbed possession.

The Pentecostal/Charismatic Churches of North America are committed to the message of reconciliation through the cross and unity in the power of the Holy Spirit, which became a reality on the Day of Pentecost and was demonstrated at the outpouring of the Holy Spirit at Azusa Street at the beginning of the twentieth century.

Based on the foregoing principles, this organization agrees to be governed by the following Bylaws.

## **ARTICLE I**

### **NAME**

The name of this organization shall be:

### **PENTECOSTAL/CHARISMATIC CHURCHES OF NORTH AMERICA**

(Also referred to as PCCNA)

The term “North America” shall include the nations of Canada, Mexico, and the United States of America.

## **ARTICLE II**

### **PURPOSES**

1. To relate to one another as members of the body of Christ.
2. To demonstrate the essential unity of Spirit-filled believers in answer to the prayer of Jesus in John 17:21, “That they all may be one.”
3. To foster the evangelization of the world through the preaching of the gospel, with signs and wonders and the demonstration of the gifts of the Holy Spirit, by presenting Jesus Christ as the only Savior, Baptizer in the Holy Spirit, Healer, and Coming King. (Mark 16:10-20)
4. To promote and encourage the Pentecostal/Charismatic revival and renewal in North America and throughout the world.
5. To embrace and implement biblical principles of racial reconciliation, justice and equity within our spheres of influence, and to work toward the eradication of poverty.
6. To serve as a forum of spiritual unity, dialogue, and fellowship for all Pentecostal and Charismatic believers in North America, crossing all cultural and racial lines based on mutual equality, love, respect, and sound doctrine. (Acts 2:42)
7. To preserve mutual love and respect for each member group, maintaining “the unity of the Spirit in the bond of peace.” (Ephesians 4:1)

## **ARTICLE III**

### **STATEMENT OF FAITH**

1. We believe the Bible to be the inspired, only infallible, authoritative Word of God.
2. We believe there is one God, eternally existing in three persons: Father, Son, and Holy Spirit.
3. We believe in:
  - a. the deity of our Lord Jesus Christ,
  - b. His virgin birth,
  - c. His sinless life,
  - d. His miracles,
  - e. His vicarious sufferings and atoning sacrifice through His shed blood,
  - f. His bodily resurrection,
  - g. His ascension to the right hand of the Father, and
  - h. His personal return in power and glory.
4. We believe regeneration by the Holy Spirit is absolutely essential for the salvation of lost and sinful humanity.
5. We believe in the present-day ministry of the Holy Spirit, by whose indwelling the Christian is enabled to live a holy life.
6. We believe the full gospel includes holiness of heart and life, healing for the body and baptism in the Holy Spirit, with the initial evidence of speaking in tongues as the Spirit gives utterance.
7. We believe in the resurrection of both the saved and the lost: they that are saved unto the resurrection of life, and they that are lost unto the resurrection of damnation.
8. We believe in the spiritual unity of believers in our Lord Jesus Christ.

#### **ARTICLE IV**

#### **MEMBERSHIP**

Membership in the Pentecostal/Charismatic Churches of North America shall be open to those organizations that subscribe to the Statement of Faith, are approved for

membership, and agree to be governed by the Statement of Faith, principles, purposes, and objectives as set forth in these Bylaws.

## **1. Application Procedure**

- a. Membership in the Pentecostal/Charismatic Churches of North America shall be open to Pentecostal/Charismatic denominations, associations of churches, fellowships, ministries, parachurch organizations, and local churches.
- b. Membership on the Board of Administration shall be open to Pentecostal/Charismatic denominations (Article IX).
- c. Membership on the Board of Administration shall be open to associations of churches, fellowships, ministries, parachurch organizations, and local churches as recommended by the Executive Committee and approved by the Board of Administration of the Pentecostal/Charismatic Churches of North America (Article IX, paragraph 1, section f).
- d. Application shall be made on the forms provided.
- e. Applications for membership shall be approved by a two-thirds vote of Board of Administration members present and voting.
- f. Charter members shall be those organizations approved for membership within the first two years of the approval of these Bylaws.

## **2. Removal Procedure**

Member organizations may be removed for just cause by a two-thirds vote of the Board of Administration members present and voting. Just cause shall be found whenever a member organization evidences an inability or unwillingness to be governed by the Statement of Faith, principles, purposes, and objectives of the Pentecostal/Charismatic Churches of North America, as determined in the sound discretion of the Board of Administration. Removal for just cause may be considered by the Board of Administration only after a complaint from a member organization has been presented to the Executive Committee. After the Executive Committee has heard the complaint, considered oral and written testimony, and failed in all attempts at mediation and reconciliation, a petition for removal may be brought to the Board of Administration by a two-thirds vote of the Executive Committee. Organizations may be removed by the decision of the Board of Administration from membership for failure to remit annual contributions as stated in Bylaws Article X, paragraph 5.

## **ARTICLE V**

### **EXECUTIVE OFFICERS AND EXECUTIVE COMMITTEE**

1. The Executive Committee shall consist of:
  - a. Executive officers
  - b. Seven members-at-large
2. The executive officers shall be composed of the following:
  - a. Chairperson
  - b. Co-chairperson
  - c. President
  - d. Secretary
  - e. Treasurer
3. Executive officers and Executive Committee members shall be elected to a 3-year term. An executive officer may serve one additional three-year term. No executive officer, except the president, may serve in his or her office for more than two consecutive 3-year terms.
4. No more than two persons from the same member organization shall serve on the Executive Committee at any one time.
5. Executive officers, other than the president, shall be elected in staggered years to ensure organizational continuity.

## **ARTICLE VI**

### **ELECTION OF EXECUTIVE OFFICERS**

#### **AND EXECUTIVE COMMITTEE**

1. **Election of Officers**
  - a. Election of executive officers and Executive Committee members shall be held at the annual meeting of the Board of Administration.
  - b. A nominating committee of no less than five members of the Board of Administration shall be appointed by the chairperson to nominate candidates for chairperson, co-chairperson, secretary, treasurer and the seven Executive Committee members at large. The nominating committee will submit a written

report to the Executive Committee and present its nominations to the Board of Administration.

- c. The Executive Committee shall serve as the nominating committee for the president. They may present a candidate(s) for election by the Board of Administration, or they may, with majority ratification by the Board of Administration, determine to leave the president's position vacant – in which case the chairperson would serve as the chief executive officer.
- d. The executive officers and the members at large of the Executive Committee shall be elected by a majority vote of those present and voting at the annual meeting of the Board of Administration.
- e. No more than two persons from the same member organization shall serve on the Executive Committee at any one time.

## **2. Term of Office**

- a. Executive officers shall serve one 3-year term. An executive officer may serve one additional 3-year term in their incumbent position. No executive officer, except the president, may serve in his or her office for more than two consecutive 3-year terms.
- b. Executive officers shall be eligible to serve in other executive officer positions.
- c. Executive Committee members are elected to a 3-year term and may serve without year or term limits.

## **3. Vacancies**

In the event an executive officer or a member at large of the Executive Committee cannot fulfill their term of office, the Executive Committee may appoint a member of the Board of Administration to complete the unexpired term.

## **4. Removal From Office**

- a. Upon the recommendation of the Executive Committee, executive officers or Executive Committee members at large may be removed for just cause by a two-thirds vote of the members present and voting at any meeting of the Board of Administration.
- b. "Just cause" shall be defined as any breach of Christian character, morality, integrity, or failure to demonstrate professional leadership competencies.

- c. Written notification of removal from office shall be made by the secretary of Pentecostal/Charismatic Churches of North America by certified mail.
- d. A member of the Board of Administration or Executive Committee, including an executive officer, who has had their credential suspended/removed by a member organization, may not continue to serve the Pentecostal/Charismatic Churches of North America.

## **ARTICLE VII**

### **DUTIES OF EXECUTIVE OFFICERS**

#### **1. Chairperson**

- a. To preside at all meetings of the organization.
- b. To call into session the Board of Administration.
- c. To perform all the duties delegated by the Executive Committee or the Board of Administration.
- d. To assign duties to other officers or Board of Administration members as necessary.
- e. The chairperson is expected to maintain close communication, offer advice, and add encouragement to the president on behalf of the Board of the Board of Administration.

#### **2. President**

- a. To serve as general manager and chief executive officer
- b. To perform all duties delegated by the chairperson, Executive Committee, and Board of Administration.
- c. To give leadership in achieving the stated bylaw purposes.
- d. To represent the PCCNA to the greater Christian Community generally, and to Pentecostals/Charismatics specifically.
- e. To give oversight in ensuring fiscal integrity and health.
- f. To lead the Executive Committee in planning and the annual meeting.
- g. To facilitate regular and timely communication.

- h. To encourage expansion through recruitment of new members, adoption of chapters, and creation of commissions.

### **3. Co-Chairperson**

- a. To preside over meeting(s) in the absence of the chairperson or at the chairperson's request.
- b. To call meetings of the organization in the absence of the chairperson.
- c. To perform other duties as assigned by the chairperson.

### **4. Secretary**

- a. To make and keep accurate records of all meetings.
- b. To perform all other duties the office requires.

### **5. Treasurer**

- a. To serve as custodian of all funds.
- b. To receive, invest, and disburse funds as authorized by the Executive Committee.
- c. To present financial reports at meetings as requested.

## **ARTICLE VIII**

### **DUTIES OF EXECUTIVE COMMITTEE**

1. To perform all duties authorized or assigned by the Board of Administration.
2. To review membership applications of denominations, associations of churches, fellowships, ministries, parachurch organizations, and local churches that wish to have an affiliation with the Pentecostal/Charismatic Churches of North America.
3. To review membership applications and make recommendations to the Board of Administration at their annual meeting for inclusion in membership in the Board of Administration.
  - a. Pastors of independent ministries that have a significant impact on the North American Pentecostal/Charismatic world.
  - b. Pastors of churches of more than 1,000 average attendance of member denominations.



- c. Parachurch ministries that promote Pentecostal/Charismatic growth and church effectiveness.
  - d. Presidents of independent or denominational theological training institutions that would serve the Pentecostal/Charismatic Churches of North America in its stated purposes.
4. Upon the occurrence of a national or regional emergency that adversely affects the ability of the annual meeting or the Board of Administration to conduct usual and customary business, to temporarily exercise such extraordinary powers as are to ensure the proper functioning of Pentecostal/Charismatic Churches of North America, until such time as normal operations can be restored.
  5. Affiliation of local chapters shall be granted upon recommendation of the Executive Committee and a two-thirds vote of the Board of Administration. Coordinators of local chapters must be members in good standing with the Pentecostal/Charismatic Churches of North America. Local chapters are encouraged to join together in sponsoring such activities as local pastors' fellowships, evangelistic crusades, and annual Pentecost celebrations.
  6. A local chapter may be disaffiliated by the recommendation of the Executive Committee and a two-thirds vote of the members present and voting at the Board of Administration annual meeting.

## **ARTICLE IX**

### **BOARD OF ADMINISTRATION**

The Board of Administration shall be composed as follows:

1. Six members from organizations with 3,000,000 or more members or adherents in North America.
2. Four members from organizations with 1,000,000 to 3,000,000 members or adherents in North America.
3. Three members from organizations with 500,000 to 1,000,000 members or adherents in North America.
4. Two members from organizations with 50,000 to 500,000 members or adherents in North America.
5. One member from organizations with less than 50,000 members or adherents in North America.

6. The Executive Committee may recommend additional Board of Administration members. Members may be ratified by a two-thirds vote of the members of the Board of Administration present.

## **ARTICLE X**

### **DUTIES OF THE BOARD OF ADMINISTRATION**

1. To set policy consistent with the Bylaws for the work and ministry of the organization, both spiritual and financial.
2. To give final approval to all applications for membership.
3. To elect executive officers and the Executive Committee as recommended by the nominating committee.
4. To authorize or appoint Pentecostal/Charismatic Churches of North America Commissions. All Commissions shall be approved by and be accountable to the Board of Administration, and shall operate within the guidelines of the Statement of Faith and Purposes of Pentecostal/Charismatic Churches of North America. Commissions shall submit a purpose statement for the Commission, in writing, to the Executive Committee.
5. To remove a member organization from the Board of Administration, (including all voting rights and representation on all boards and committees). The Executive Committee may, after two consecutive years without a contribution (upon notification to the member organization), ask the Board of Administration by a two thirds vote of the members present and voting at the annual meeting to revoke membership of the organization on the Board of Administration or the Pentecostal/Charismatic Churches of North America.
6. To adopt official statements that reflect the opinion of the Board of Administration.

## **ARTICLE XI**

### **MEETINGS**

#### **1. Convention**

- a. Conventions will be convened as deemed appropriate, necessary, and timely by the Executive Committee. The occasion of these gatherings shall be to further the PURPOSES outlined in Article II of the Bylaws.

- b. In years when a convention of the Pentecostal/Charismatic Churches of North America is convened, a report of membership, finances, and ministry initiatives shall be made to the convention.

## **2. Annual Meeting of Board of Administration**

- a. There shall be an annual meeting of the Board of Administration for the election of officers and members at large to the Executive Committee and for the transaction of business.
- b. The time and place of the annual meeting shall be determined by the Executive Committee.
- c. Observers are encouraged to attend.

## **3. Order of Business at Annual Meeting**

The suggested order of business shall be established by the Executive Committee in cooperation with the president.

## **4. Board of Administration Agenda**

In years when Pentecostal/Charismatic Churches of North America determines not to have a convention, the Board of Administration agenda may include:

- a. Dialogue of theological issues facing Pentecostals and the development of theological positions.
- b. Exchange of demographics and statistics impacting Pentecostal denominations and churches.
- c. Fellowship.

## **ARTICLE XII**

### **PARLIAMENTARY ORDER**

The latest edition of *Roberts Rules of Order Newly Revised* shall be the parliamentary guide for all business sessions.

## **ARTICLE XIII**

### **FINANCE**

1. The work of the Pentecostal/Charismatic Churches of North America shall be financed primarily by, but not limited to, contributions from the member organizations.
2. All official meetings, program, and finances will be developed by the president under the oversight of the Executive Committee.
3. The financial year shall be the same as the calendar year.

## **ARTICLE XIV**

### **LOCAL CHAPTERS**

1. Establishment of local chapters of the Pentecostal/Charismatic Churches of North America shall be encouraged.
2. Local chapters shall operate within the Statement of Faith and stated Purposes of the Pentecostal/Charismatic Churches of North America.

## **ARTICLE XV**

### **INTERNAL REVENUE STATUS**

#### **1. Nonprofit Status (Legal Considerations)**

No part of the net assets of the Pentecostal/Charismatic Churches of North America shall inure to the benefit of, or be distributable to, its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for service rendered and make payments and distribution in furtherance of the purposes set forth in Article II hereof. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of these Articles, the organization shall not carry on any other activities not permitted to be carried on by an organization exempt from federal income tax as an organization described in section 501(c)(3) of the Internal Revenue Code (or corresponding section of any future federal tax code.)

#### **2. Liability Clause**

Adequate liability and directors and officers insurance shall be provided and maintained by the Pentecostal/Charismatic Churches of North America to cover all officers and to protect them from all litigation that may be brought against them in conducting the normal and constitutional affairs of their offices.

### **3. Dissolution Clause**

In the event of the dissolution of the Pentecostal/Charismatic Churches of North America, any assets of this organization remaining thereafter shall be conveyed by the members of the governing body of the organization at the time of dissolution to such other organization or organizations as, in the opinion of the members of the governing body, is best fitted to carry on the objectives of this organization or objectives closely allied thereto, provided, however, that any successor organization shall, at the time of designation, be exempt under section 501(C)(3) of the Internal Revenue Code of 1954 as amended or under such successor provision of the code as then may be in effect.

## **ARTICLE XVI**

### **AMENDMENTS**

All proposed amendments to the Bylaws must be submitted to the Executive Committee for approval. All proposed amendments shall be forwarded to the members of the Board of Administration 30 days in advance of the annual meeting. A two-thirds vote of the members present and voting at a meeting of the Board of Administration shall be required to amend these Bylaws.

**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, in the year \_\_\_\_\_.