

LECC Bylaw

1. Name and Characteristics

This church is located on the east side of Lake Washington and officially named Lake East Christian Church based on location and hereafter referred to as “the church.” The church is legally registered in the State of Washington as an independent, nondenominational church.

2. Primary Purpose of the church

The church shall uphold the teaching of Biblical truth, center around Christ, follow the command to love one another, establish a mutually-supporting body, grow together in life and in spirit, complement one another’s giftings, and spread the gospel of Jesus Christ in order to please God.

3. Faith Statement

1. We believe that both Old and New Testaments are the inspired Word of God, and without error in the original manuscripts. They are the ultimate standard for life and faith in the Christian life. They are God’s complete revelation for salvation for all humankind.
2. We believe in the one true God, who is from himself, eternal, infinite, and perfect. He exists in three persons: Father, Son, and Holy Spirit, equal in being, honor, and glory.
3. We believe God created the heavens and earth and all things therein and sustains all creation. He created humankind in His own image.
4. We believe the only begotten Son of God, Jesus Christ, who for the love of the humankind came into the world. He was born of the Virgin Mary, conceived by the Holy Spirit, named Jesus, who is both fully God and fully man. He demonstrated the love and life of God through his incarnation, and lived a sinless life, but was crucified on the cross for the sin of the

world, died, was buried; he rose from the dead on the third day to complete God's great work of salvation. And now he has ascended into Heaven and seated at the right hand of God, to be the Mediator between God and man; He will return to the world.

5. We believe the Holy Spirit is one of the three distinct persons of the Trinity; he dwells in the hearts of all believers and bestows power and spiritual gifts to sanctify and empower them to be witnesses of Christ; he unites the universal Church to be one in Christ and calls all people to be reconciled to the Lord through the Gospel. We believe the biblical descriptions of the gifts of the Spirit are for the building up of the church.
6. We believe that because of Adam and Eve's fallenness, sin, and separation from God, everyone will die once, and after death, a judgment. The only way to salvation is through accepting Christ as the personal Lord and Savior; all who believe in Him shall not perish, but have eternal life.
7. We believe that all believers belong to God's church. Christ is the head of the Church; the Church is the Body of Christ; believers mutually participate in one another's life in this Body and are united to advance the gospel.
8. We believe in the physical resurrection of all mankind, whereby believers will receive eternal life and those who have refused the gift of salvation from God will be eternally punished according to their sins.

4. Holy Ordinance

1. Baptism and Holy Communion are sacraments of the church, observed in obedience to Christ's commands.

2. Baptism is the testimony, as a witness before the Lord and all creation, of acceptance of Jesus as one's personal savior. We practice baptism by immersion and accept other believers regardless of their mode of baptism.
3. Holy Communion is a communal observance, through the use of the bread and the cup, of remembrance of the Lord Jesus's death, his love as a symbol of covenant with Christ in anticipation of His Second Coming.

5. Administrative Model of the church

1. The Elder Deacon board

- 1.1 The board consists of elders, pastors, and deacons with at least seven members. This is the decision-making component of church governance.
- 1.2 The board holds monthly scheduled meetings, called by an elder, and will meet ad hoc as necessary.
- 1.3 The board is authorized to execute day-to-day church administration. However, situations including calling of pastor, acquisition of real estate property, church planting, disposal of real assets, the church's annual budget, revisions of church Bylaw, require ratification at coworker meetings.

2. Coworkers

- 2.1 Coworkers consist of elders, pastors, deacons, and ministry chairs and leaders. Refer to the church administrative organizational chart for role clarification.
- 2.2 Coworker meetings are convened once every quarter, called by an elder. Ad hoc coworker meetings may be convened at the request of one elder, or five elder deacon board members, or ten coworkers.

3. Board of Directors

- 3.1 In accordance to Washington state law, the church has a board of directors to represent the church in legal matters.
 - 3.2 The board of directors is comprised of 5 members: elected by elder deacon board, ratified by coworkers.
 - 3.3 The board of directors do not convene regular meetings, and their decisions must have approval of the elder deacon board before execution.
4. Please see the attached Administrative Organizational Chart. This chart may be modified by the board as necessary.
 5. For principles and regulations of electing coworkers, and the roles and responsibilities of each department, and meeting procedures, see appendix attached below.

6. Ratification and revision procedures of the Bylaw (including appendix)

1. The Bylaw goes into effect only following ratification by coworkers and will be formally announced to the church.
2. Proposals to revise Bylaw require 5 elder deacon board members initiation, 10 coworkers, given in writing to the board before beginning the process.

Appendix

1. Principles of coworker election and serving qualification

- 1.1 A born again and baptized believer demonstrating spiritual growth and willingness to serve.
- 1.2 A demonstrated commitment to serve in faithfulness to Christ and holding to biblical teaching.
- 1.3 A willingness in serving to be a spiritual example and testimony for the edification of the church.
- 1.4 A willingness to serve with others according to the giftings of each.

2. Procedure and qualification for election and reelection of elders

2.1 Qualification

- A. Long-term serving in church ministries and demonstrated spiritual maturity.
- B. Able to be a spiritual example and possesses the gift of teaching.
- C. A current or past coworker at this church or has served in the capacity of deacon, elder or pastor either at this or another church. He has been an active participant in this church's ministries for at least 6 months.

2.2 Election and reelection procedure

- A. Nomination of candidates must be initiated from one elder or pastor, or five board members, or ten coworkers. Elder deacon board approves by at least 2/3 of its members in attendance and then be announced.

- B. Any concerns from coworkers will be given in writing within a month of the elder deacon board's announcement for further review at subsequent elder deacon board meeting.
- C. The elder election is to be conducted in April. The transition starts at end of June of the same years.
- D. The elder's term of service will be three years, and the elders are eligible for reelection for continuation of service.

3. Procedure and qualification for election and reelection of deacons

3.1 Qualification

A current or past coworker at this church, or one who has served as deacon at another church and has been an active participant in this church's ministries for a minimum of 6 months.

3.2 Election and reelection procedure

- A. Nomination of candidates must be initiated from one elder or pastor, or five elder deacon board members, or ten coworkers. Elder deacon board approves the nomination by at least 2/3 of its members and ratifies the nomination by at least 1/2 of the coworkers in attendance, and then be announced.
- B. Deacon election is to be conducted in May and the transition starts at the end of June of the same year.
- C. Deacon's term of service will be two years, with the option of reelection to a maximum second consecutive term.

4. Procedure and qualification for election and reelection of coworkers

4.1 Qualification

- A. A current or past participant in various ministries at the church.
- B. Has participated in ministries at another church and has been at this church for at least 3 months.

- C. Has demonstrated giftings with participation in this church for at least 3 months.

4.2 Election and reelection procedure

- A. Nomination of candidates must be initiated by the elder deacon board with approval from at least half of the board members in attendance.
- B. The election and reelection schedule are the same as the deacon.

5. Pastoral Search

5.1 Qualification

A clear testimony of God's calling to serve in a full-time capacity.

5.2 Election procedure

- A. The elder deacon board must initiate this process with the ratification of coworkers by at least 2/3 of those in attendance.
- B. The formation of a pastoral search committee is comprised of 5 coworkers, including at least two elders. The board will authorize the process of searching to this committee.
- C. Pastoral search committee represents the church to define the contractual agreement with the candidate. The agreement clearly defines the rights and obligation of both parties, including formal definitions of roles, responsibilities, compensation package, terms of service, evaluation, and continuation or termination of pastoral service.
- D. After the contractual agreement were agreed by both parties, the pastoral search committee will submit the agreement to the coworkers meeting to be ratified before it takes effect.
- E. Continuation, termination, or resignation must be initiated by the elder deacon board and ratified by 2/3 of the coworkers.

5.3 Ordination procedure. Please see the "Pastor Ordination English" document for details.

6. Terms of service referenced in Appendix 2 through 5

During the terms of service, if a coworker that's been listed in Appendix 2,3,4,5 is in violation of the church's guidelines for service, then the elder deacon board will investigate, communicate, and help that coworker to improve. If the efforts fail to correct the issues, the board shall terminate the coworker. This will be ratified by 2/3 of the coworkers.

7. Elder Deacon Board Meetings

7.1 Roles and responsibilities of an elder

- A. Defining the spiritual direction of the church and overseeing development and progress of ministries.
- B. Teaching and defending Biblical truth to protect against heresy.
- C. Caring for believers' everyday living and spiritual growth.
- D. Understanding the needs of the church.

7.2 Roles and responsibilities of deacons and primary coworkers

- A. Planning and budgeting for each ministry department.
- B. Coordinate with other ministry coworkers in relevant departments, cooperate and support each other.
- C. Executing plan, evaluating progress and provide prompt suggestions to the board.
- D. Establish guidelines for department ministries, continue making adjustment to improve effectiveness of the ministry and smooth transition in the future.
- E. Manage documents, resources and other church properties.

7.3 Roles and responsibilities of Elder Deacon Board

- A. Consolidate all church ministries' annual plans and budgets and calendar of events.
- B. Categorize, allocate and adjust the annual budget to facilitate and enhance the church's ministries.

- C. Nominate and elect coworkers according to the stated Bylaw processes.
- D. Review and regularly monitor church finance with monthly publication of financial report.
- E. Consider and evaluate coworkers' and congregation's suggestions and proposals and announce board conclusions and decisions in a timely manner.

7.4 Board meetings

- A. The very first meeting is called by one of the elders. The next board chair would be decided through that meeting and so forth.
- B. Quorum consists of at least half of board members in attendance. If needed, it can be substituted by an informational meeting and follow up later. Special proposals, such as items mentioned by Bylaw, cannot be conducted via an informational meeting.
- C. For common affairs, board chair has authority to determine how to arrive at decision by majority rule. For important affairs, they need to adhere to the Bylaw and its appendix #2, #3.
- D. Method of voting will be determined by chair of the board. Important personnel matters will be voted anonymously.

8. Coworkers Meetings

- 8.1 According to the Bylaw, coworker meeting has no designated office and personnel. Its roles and authority are operated through the coworker's meetings.
- 8.2 Quorum consists of the attendance of at least half of all coworkers.
- 8.3 Ratification of important board proposals requires a coworker meeting with 2/3 of the coworkers in attendance and 2/3 of the total coworkers' approval. Coworkers can cast absentee ballot. The collection of the absentee ballot needs to be done by at least two brothers or sisters together as witness. The absentee ballot will not be anonymous.

- 8.4 Coworkers meetings decision making process is the same as the elder deacon board meetings except the informational meetings. (Please refer to appendix #7.4)
- 8.5 Between regularly scheduled coworkers' meetings, to call for a special coworker's meeting, coworkers may bring it to the board if there are at least 10 coworkers propose in writing and then the meeting should happen within two weeks