

Hosanna Presbyterian Church Bylaws – Amended on September 17, 2023

MISSION STATEMENT

- To be a community of faith that recognizes our unique heritage from our first-generation Korean church, with dreams to bring a new revitalization of faith by utilizing the strengths of historical Korean-Christian spirituality
- To be a life-giving community that provides sacred space, nurture, and a spiritual home for all ages to the dispersed English-speaking 1.5, 2nd, and 3rd generation of the Korean-American and Asian-American community
- To be a worshipping community that embraces and brings together all ethnicities and cultures through the one gospel of Jesus Christ
- To be a missional community, partnering as sister churches with the Korean church, to pass the baton of the gospel to the next generation and expand the kingdom of God through local and international Christian mission work

BYLAWS

ARTICLE I. PRINCIPLES

Section 1. Name

Hosanna Presbyterian Church (the “church”) is a non-profit corporation organized under the laws of the State of Texas.

Section 2. Affiliation and Constitution

As chartered member church of the *Covenant Order of Evangelical Presbyterians* (ECO), this church shall adhere to the Constitution of ECO and submit to the spiritual authority and theological leadership of the Presbytery of Texas. ECO’s Constitution is comprised of the *Essential Tenets, Polity, and Rules of Discipline*, which prescribes the principles for operating congregations. These bylaws are subject to the Constitution and shall be interpreted in accordance with the Constitution as much as possible; should any bylaw be found to contradict a provision of the Constitution, the Constitution shall prevail.

Section 3. Purpose of Church

According to the Word of God in and through Jesus Christ, this church has the purpose of expanding God’s Kingdom by: 1) glorifying God; 2) spreading the gospel; 3) cultivating the community of the saints; and 4) loving our neighbors. *Hosanna Presbyterian Church* will be, along with our sister church, *Bethany Korean Presbyterian Church of Dallas (BKPC)*, united around our common theological beliefs as outlined in ECO’s *Essential Tenets*, our blended ministries (Christian education, world missions, joint endeavors) and our co-partnership in the work of

spreading the gospel of Jesus Christ to all peoples. The vision of this co-partnership is summarized as: **“One Family, Many Churches, One Great Commission”** (Matthew 28:18- 20).

Section 4. Principles of Church Operations

- 1) The church is organized and will operate exclusively for religious, charitable, and educational purposes; and no part of the net earnings of the church shall inure to the benefit of any private members or officers; and no part of the activities of the church, or any receipt of its funds, shall be utilized for any other purpose except for those purposes mentioned above.
- 2) The church shall not have or issue shares of stock, and no dividends shall be paid. No part of the income or assets of the church shall be distributed to any member or officer. The church is prohibited from lending money to, or guaranteeing the obligation of, a member or officer of the church. No member or officer of the church has any vested right, interest or privilege in or to the assets or property of the church. However, the church may contract, if appropriate and for reasonable consideration, with its members or officers without violating this provision.
- 3) No substantial part of the activities of the church 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 this document, the church shall not carry on any other purposes not permitted to be carried on (a) by an organization exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

Section 5. Location of Office

The registered office of the church shall be located at 4020 Marchant Blvd., Carrollton, Texas 75010 or such other places as the Session may from time to time determine.

ARTICLE II. COVENANT PARTNERSHIP

Section 6. Qualification

- 1) The membership (covenant partnership) of the church includes all persons who are accepted as covenant partners by the Session after completing a meaningful covenant partnership process.
- 2) Those who have made profession of faith in Jesus Christ as Lord and Savior, have been baptized (and have received Confirmation of baptism if infant baptized), have voluntarily submitted to the government of the church, and participate in the church’s worship and work are classified as covenant partners.
- 3) Baptism and Confirmation of infant baptism/re-affirmation of faith may be given simultaneously during the inauguration of a covenant partner if he/she has yet to receive them.

Section 7. Rights and Obligations

- 1) All covenant partners who are at least eighteen years old have the right to participate in the sacrament of holy communion and to speak and vote at the Congregational Meeting. They are also eligible to be elected as ordained leaders.
- 2) All covenant partners are entitled to receive spiritual care, education and training from the

- Pastor(s) and the Session to become disciples of Jesus Christ.
- 3) All covenant partners shall strive to live in accordance with the Word of God and follow the teachings and authorities of the Pastor(s) and the Session.
 - 4) All covenant partners have the obligation to dedicate their spiritual gifts, talents, time, and finances for the glory of God and the congregation's mission and ministry.
 - 5) All covenant partners may be removed by the Session under the following circumstances:
 - a. If he or she persistently, more than one year and without adequate reason, is absent from the stated services of the church;
 - b. If he or she joins another church through official transfer of membership/covenant partnership or has registered with another church;
 - c. If he or she has caused serious problems and harm to this church religiously and morally.
 - 6) The Clerk of the Session shall update the list of covenant partners of the church in good standing and report it to the Session on a regular basis.

ARTICLE III. ECCLESIASTICAL OFFICERS

Section 8. Qualification and Duties

The ordered spiritual leadership of ordained officers within the *Hosanna Presbyterian Church* will abide by *ECO Polity 2.01-2.03 (2020 updated version)*. Both unordained lay leadership and ordained leaders in spiritual office are to be acknowledged of equal importance to the building-up of the body of Christ. Spiritual leadership is needed at every level and will not be limited to ordained offices alone. Whether ordained formally or serving informally, all expressions of spiritual leadership will be honored for effective ministry.

1) ELDER

An Elder is described as an overseer held to a higher standard of godly character, conduct, accountability, and commitment. Their roles are threefold:

- a. guard the purity of doctrine and the spiritual health of the congregation by teaching, preaching, and shepherding congregants with both truth and grace, gentleness in spirit yet sharpness in conviction;
- b. govern all ministries of the church by overseeing, managing, and utilizing the spiritual giftings of the Team of Ministry Leaders alongside the present facilities/property;
- c. guide the church into the future with godly wisdom and discernment.

In addition to the biblical qualifications for an Elder as stated in 1 Timothy 3:1-7 and Titus 1:6-9, an Elder is:

- a. Both baptized and confirmed (if infant baptized), and received into the congregation as a covenant partner
- b. Proven personal testimony of salvation
- c. Faithfulness in sacred giving of tithes and offerings
- d. Passed pastoral examination in: (1) an ability to advise spiritual direction; (2) a proven life of prayer and integrity; (3) a motivation to take spiritual initiative-responsibility and giftedness in spiritual leadership before the congregation; (4) a demonstration of teachable spirit in godly submission to ordained pastoral authority
- e. Elected by two-third's majority vote of the covenant partners of the congregation
- f. Committed to a term of two years; may return for an additional one-year term voluntarily or at the request of the current Session; may be re-elected by the

congregation for additional two-year term; at end of term/service, he/she will step-down as an Elder

Those who reach the age of 65 and have served five or more full two-year terms will be honored with the title “Distinguished Board Member Emeritus.”

2) DEACONS

A Deacon is described as a servant of God who offers oneself to help an area of need in the congregation willingly, consistently, and faithfully. This office supports the direction and decisions of the Session, and so functions as assisting Elders in the work of ministry. A Deacon will abide by *Polity 2.03*. They will lead ministries, nurture fellowship, and give care for the congregation. They may also be called on to preach and to teach. The Session will oversee the ministries of the Deacons.

In addition to the biblical qualifications for a Deacon as stated in 1 Timothy 3:8-13, a Deacon is both baptized and confirmed (if infant baptized), and received into the congregation as a covenant partner and has (or is):

- a. Proven personal testimony of salvation
- b. Faithfulness in sacred giving of tithes and offerings
- c. Passed pastoral examination in: (1) a ability to minister in smaller group settings of the congregation – life groups, ministry groups, etc; (2) a proven life of prayer; (3) a proven teachable spirit/godly submission to ordained pastoral authority
- d. Elected by two-third’s majority vote of the covenant partners of the congregation
- e. Committed to a term of one year; may re-commit annually without re-election

Those who reach the age of 65 and have served seven or more full one-year terms will be honored with the title “Distinguished Ministry Leader Emeritus.”

- 3) Transferred Ordained Leaders: Ordained leaders from other churches may retain their status based on the certificates of transfer issued by their former churches. In the event any ordained leader transfers from another church yet does not meet the qualifications under these Bylaws, the Session will determine whether or not their status should be recognized. All transferred statuses shall abide by Section 8 (Qualifications and Duties).

Section 9. Elections

The Session, in accordance with Section 8 (Qualifications and Duties) of ordained officers, will nominate qualified candidates for Elders and Deacons. The Session will bring the nominated candidate(s) before the congregation to be elected at a Congregational Meeting. Covenant partners of the congregation will vote either in favor or against each candidate, with a two-third’s majority vote of the covenant partners present at a Congregational Meeting duly called and held pursuant to Section 11 electing each candidate. When it is decided to nominate ordained leaders, the number of ordained leaders to be elected will be based on the needs of the ministry and at the discernment of the Session. At the beginning of each year, the Session will make aware the details of the election of ordained officers and their qualifications.

ARTICLE IV. CONGREGATIONAL MEETING

Section 10. Composition

While the Session is the highest decision-making body of the church, the Congregational Meeting is held by all covenant partners of eighteen years of age or older for agenda items, townhall discussions, and voting purposes that the Session discerns is broadly needed for the entire congregation to be aware of and bring their voice and vote. Only the covenant partners who attend the Congregational Meeting shall have the right to speak and vote. No proxy vote is permissible.

Section 11. Meetings

An annual Congregational Meeting shall be held in the month of January and special meetings shall be called whenever the Session deems it to be in the best interests of the church or when requested in writing by one-fourth of the voting covenant partners of the church. The date, time, location and agenda items of all meetings must be announced during Sunday services at least two Sundays prior to the time set for the meeting, as well as in the church's other avenues of communication. In general, the Senior Pastor shall be the Moderator of the Congregational Meeting. If the Senior Pastor is absent or not available, the Session will appoint a Moderator from its members at the request of the Senior Pastor. The Clerk of the Session shall serve as the Clerk of the Congregational Meeting and report the meeting minutes to the Session. In absence of the applicable rules, the meetings shall be conducted in accordance with the latest edition of the *Robert's Rules of Order*. Both ecclesiastical and corporate business may be conducted at the same Congregational Meeting.

Section 12. Quorum and Voting

The quorum requirements for a Congregational Meeting shall be met by the attendance of twenty percent (20%) of the total covenant partners with voting rights. Approval of any matter by the Congregational Meeting shall require the affirmative vote of more than one-half of the covenant partners present at the Congregational Meeting, except as specifically provided otherwise herein.

Section 13. Approval of Actions

The following actions require approval of the covenant partners at Congregational Meetings and the Session may request for decision on other agenda items:

- 1) Election of Elders and Ministry Deacons;
- 2) Calling and removal of the Senior Pastor and Associate Pastor;
- 3) Buy, mortgage, transfer or sale of real property;
- 4) Request for dismissal of the church to another Presbytery of ECO or to another reformed body;
- 5) Amendment of the Articles of Incorporation or these Bylaws;
- 6) Approval of annual budget and financial report;
- 7) Borrowing of cash in excess of \$10,000;
- 8) Merge or dissolution of this church;
- 9) Election of pastor nominating committee or auditors.

ARTICLE V. SESSION

Section 14. Roles and Authorities

The Session shall serve as the board of directors for the church and deal with temporal, corporate, and business matters as required under the applicable laws. It shall have all the authority provided by applicable laws.

The Session has responsibility and authority for governing the church and guiding its mission for Christ in the world. The Session shall provide pastoral care to the congregation and nurture them to grow spiritually in becoming disciples of Jesus Christ through worship and education. The Session also supervises and oversees all the activities of the church, especially the Deacons. The Session shall ensure the church preserves and maintains the marks of the church in the reformed tradition – the proclamation of the Word, the Sacraments rightly celebrated, and the exercise of church discipline.

Section 15. Composition

The Session shall be comprised of the Senior Pastor/Head of Staff and Co-Senior Pastor(s)/Head of Staff, Associate Pastor(s) and the Board Members elected at a Congregational Meeting called and held in accordance with Section 11. If approved by the Session, the Board Members on sabbatical leave may participate in meetings as advisors without any voting right. The Senior Pastor shall be the Moderator of the Session and the Session shall elect its Clerk in order to prepare for meetings and record meeting minutes.

Section 16. Meetings

The Session shall meet once a month, and shall convene at the call of the Moderator, the Presbytery, or any two members of the Session. Either oral or written notice, including the date, time, and place of a meeting, shall be given at least one day before the meeting. A meeting can be cancelled by an oral or written notice before the meeting. Two-thirds of the Session constitutes a quorum for the transaction of business. Any decisions or actions approved by the quorum shall be deemed to be the official and binding actions of the Session.

Section 17. Obligations

The Session shall have the duties and obligations as follows:

- 1) to provide worship and educational life for the congregation;
- 2) to oversee and administer the Lord's Supper and Baptism regularly;
- 3) to prepare and implement programs for new believers in order to help them get acclimated in the church and be spiritually nurtured to become disciples of Jesus Christ;
- 4) to maintain relationship with the Presbytery of Texas, the National Synod office, and elect Elder commissioners to the Presbytery;
- 5) to maintain and update the list of covenant partners on a regular basis;
- 6) to oversee the adoption and administration of an annual budget for the church, including the purchase of insurances necessary

ARTICLE VI. PASTORS

Section 18. Obligations

Pastors are to use their spiritual gifts for ministry, with a particular emphasis on the gifts of teaching and leadership. A Pastor is to nurture the spiritual health and maturity of the body of Christ in order that the body may be equipped to partner with God in His redemptive work in the world. In addition to adherence to ECO's *Essential Tenets* in their daily living, the Pastors must receive the adequate education, training and mentoring necessary for their task through the Presbytery. The ordination, installation, education, deployment and discipline for Pastors affiliated with ECO shall

be done in cooperation with the Presbytery.

Section 19. Classification

The Pastors of this church are classified as follows:

- 1) Senior Pastor/Head of Staff: Senior Pastor is called by the congregation, installed by the Presbytery, and shall have the responsibility to administer communion/baptism, spiritually nurture the congregation, and bring spiritual leadership to the Session, pastoral staff, and church at-large. He or she will serve as the Moderator at the meetings of the Session and the Congregational Meeting.
- 2) Co-Senior Pastor/Head of Staff: The Co-Senior Pastor is called by the congregation, installed by the Presbytery, and has all the same rights and authority as the Senior Pastor. In this role, the position of Senior Pastor is equally shared between two or more qualified senior ministers (male or female).
- 3) Associate Pastor: Associate Pastor is called by the congregation and installed by the Presbytery upon recommendation by the Session. He or she has the responsibility to assist the Senior Pastor(s) in the entire work of the church and is a member of the Session.
- 4) Assistant Pastor: Assistant Pastor is called by the Session and installed by the Presbytery upon recommendation by the Session. He or she has the responsibility to assist the Senior Pastor(s) and Associate Pastor(s) in the entire work of the church and is a member of the Session.
- 5) Affiliated Pastor: Affiliated Pastor may be hired by the Session on a one-year contract basis from students or graduates from accredited seminaries or pastors affiliated with a reformed body other than ECO as needed.
- 6) Transitional Pastor: Transitional Pastor is called by the Session when the office of Senior Pastor/Head of Staff is vacant. In the case where there is no installed Senior Pastor/Head of staff, the Transitional Pastor will be vested with the same authority and responsibilities as an installed Senior Pastor/Head of Staff. This role will abide by *Polity 2.0401(d.)*. There is no time restriction to harboring a Transitional Pastor – this position will stand until the Senior Pastor/Head of Staff position is filled. Transitional Pastors may also transfer to other pastoral levels/positions (Assistant, Associate, or Senior) via their required procedures through the Session and Presbytery.
- 7) Distinguished Pastor: When either a Senior Pastor, Associate Pastor, or Assistant Pastor has served this church fifteen cumulative (over consecutive) years or more in a variety of pastoral levels (Assistant, Associate, or Senior/transferred between positions by calling to new level or called back to the church), this church may select him or her with the honorable title of *Distinguished Pastor* upon approval at a convened Congregational Meeting.
- 8) Distinguished Pastor Emeritus: When either a Senior Pastor, Associate Pastor, or Assistant Pastor has served this church fifteen cumulative (over consecutive) years or more in a variety of pastoral levels (Assistant, Associate, or Senior/transferred between positions by calling to new level or called back to the church), and if that qualified pastor is retiring and finishing his or her pastoral life with this church at age 65 or older, then the title of *Distinguished Pastor Emeritus* (regardless of their pastoral level), will be given upon approval at a convened Congregational Meeting. *Distinguished Pastor Emeritus* is an honorary position and bears no duty or governing right.

Section 20. Pastor Nomination

A Senior Pastor, an Associate Pastor, or an Assistant Pastor (transferring to the associate level or

the senior level), shall be called by a two-thirds majority vote of the Congregational Meeting after a pastor nominating committee nominates him or her to candidacy. The pastor nominating committee will be comprised of two Elders and three Ministry Leaders or lay leaders who will spend the necessary time in the nominating process, as representatives of the whole array of the congregation. The Session may act as a pastor nominating committee when a pastor in service with the church is recommended to be called as an Associate Pastor or Senior Pastor.

Section 21. Compensation and Benefit

Each year, the Session shall determine the compensation and benefits package for the Pastor(s). The Senior Pastor and Associate Pastor shall receive retirement plans and health insurance packages as provided by ECO. Assistant Pastor(s) and Affiliate Pastor(s) shall receive fair benefits according to the Session's discernment of staff and personnel management. The compensation and benefits package for honorably retired Pastor(s) will be determined according to the Session's discernment of staff and personnel management or by the decision of a Congregational Meeting when it becomes necessary.

ARTICLE VII. CORPORATE OFFICERS

Section 22. Officer Positions

- 1) The offices of the church shall be a Senior Pastor or Chief Executive Officer or President, a Clerk of the Session or Secretary, and a Treasurer of the Session or Treasurer. Except for the Senior Pastor who must be elected by the congregation at a meeting duly called and held in accordance with Section 11, all other officers are elected by the Session. Any officer elected by the Session may be removed, with or without cause, by a majority of the members of the Session. Except for the Senior Pastor, the term of service of all other officers will be set by the Session.
- 2) The Senior Pastor or Co-Senior Pastors, as the Moderator(s) of the Session, shall be the chief executive officer(s) of the church.
- 3) The Clerk of the Session shall be the secretary of the church and has the responsibility to:
 - a. create and maintain one or more books for the minutes of the proceedings of Congregational Meetings and the Session;
 - b. provide all notices in accordance with these Bylaws or as required by law;
 - c. be the custodian of the church and corporate records;
 - d. subscribe the minutes of all Congregational Meetings and Session meetings;
 - e. when requested or required, authenticate any records of the church;
 - f. keep a current registration of the post office address for each covenant partner and congregant;
 - g. in general, perform all duties incident to the office of secretary and any other duties that the Moderator or the Session may assign to the secretary.
- 4) The Treasurer of the Session shall:
 - a. have charge, custody of, and be responsible for all funds and securities of this church;
 - b. receive and give receipts for moneys due and payable to the church from any source, and deposit all moneys in the church's name in banks, trust companies, or other depositories that the Session shall select;
 - c. submit the books and records to a Certified Public Accountant or other accountant as directed by the Session; and
 - d. in general, perform all of the duties incident to the office of Treasurer and any other

duties that the Moderator or the Session may assign to the Treasurer.

ARTICLE VIII. STANDING AND SPECIAL MINISTRY TEAMS

To effectively manage the affairs and ministries of the church, these are the following teams under the supervision of the Session:

Section 23. Ordained Leadership Council

The Leadership Council of this church is composed of all members of the Session, the Deacons, all lay leaders, and all Pastors. The council shall discuss all aspects of church operations, events, programs and any special items as assigned by the Session. The council shall meet once every three months and there are no quorum requirements. The Senior Pastor will be the Moderator at the meetings and the Clerk of the Session will document meeting. To effectively manage its ministries of the church through the Leadership Council, there shall be standing teams as follows:

- 1) Praise & Worship
- 2) Welcoming & Membership
- 3) Community & Fellowship
- 4) Finance & Administration
- 5) Missions & Outreach

In addition to the above listed committees, the Session may establish standing ministry teams as needed.

ARTICLE IX. SELF-GOVERNING ORGANIZATIONS

Section 24. Diaconate

The Deacons (Diaconate) shall have the responsibility to serve in the ministry of mercy, love, and prayer. The Diaconate has a special goal in fostering the faith and promoting the fellowship of the congregation. When necessary, the Diaconate may elect officers to better serve the church by defining various responsibilities. Meetings shall convene as necessary.

Section 25. Mission Support Team

The Mission Support Team is composed of congregants for the purpose of supporting domestic/overseas missions and promoting gospel outreach through the congregation. The team will work in partnership with *BKPC's* Mission Support Team for any overseas missions.

ARTICLE X. MISCELLANEOUS PROVISIONS

Section 26. Church Records

The Clerk of the Session shall keep the following records:

- 1) accurate and complete minutes of the meetings of the Session;
- 2) the administration of the sacraments, such as weddings and baptism, and the profiles of the ordained officers;

- 3) list of covenant partners in the congregation;
- 4) minutes of the meetings of the Congregational Meeting;
- 5) resolutions adopted by the Session;
- 6) appropriate accounting records;
- 7) articles or restated articles of incorporation and all amendments to them currently in effect;
and
- 8) Bylaws or restated Bylaws and all amendments to them currently in effect.

A covenant partner is entitled to inspect and copy, at a reasonable time and location specified by the Session, any of the church records described above, provided the Session finds that the covenant partner has a proper purpose and is acting in good faith.

Section 27. Discipline

The responsibility and authority for discipline of the church belong to the Session. The responsibility and authority for discipline of installed Pastors belong to the Presbytery. The responsibility and authority for remedial cases and appeals belong to the Presbytery and the Synod. The principles and procedures of disciplines are based on ECO's *Rules of Discipline*, and the Session may promulgate separate rules for discipline.

Section 28. Ownership and Distribution of Property

- 1) The church shall hold, own, and enjoy all personal and real properties of this church, without any right of reversion to another entity, except as provided in these Bylaws. Should the church decide to withdraw from the denomination, the church shall retain ownership of its properties. Such withdrawal shall not be considered to be dissolution.
- 2) Dissolution of the church means the complete disbanding of the church so that it no longer functions as a congregation or as a corporate entity. Upon the dissolution of the church, its property shall be applied and distributed as follows:
 - a. all liabilities and obligations of the church shall be paid and discharged or adequate provision shall be made therefore;
 - b. assets held by the church upon condition requiring return, transfer, or conveyance, which condition occurs by reason of the dissolution, shall be returned, transferred, or conveyed in accordance with such requirements;
 - c. assets received and not held upon a condition requiring return, transfer, or conveyance by reason of the dissolution, shall be transferred or conveyed to one or more domestic or foreign corporations, societies, or organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code of 1954 (or the responding provision of any future United States Internal Revenue Law), and are engaged in activities substantially similar to those of the corporation; this distribution shall be done pursuant to a plan adopted by the Session, provided that no assets are distributed to any organization governed by a member of the Session;
 - d. any assets not otherwise disposed of shall be disposed of by a court of competent jurisdiction of the county in which the principal office of the corporation is then located, for such purposes and to such organizations as said court shall determine, provided such organizations are part of the denomination.

Section 29. Committee Rules

The Session shall cause to prepare the operational rules for the standing committees and the

special committees (nominating committee, scholarship committee, election committee, etc.) to ensure that all affairs of the church are managed in a fair and consistent manner.

Section 30. Rules of Order

Except specifically provided for in these Bylaws or separate rules of organizations, all meetings of the Congregational Meeting, Session and its various boards and committees shall be conducted pursuant to the latest edition of *Robert's Rules of Order*.

Section 31. Amendment of Articles of Incorporation and Bylaws

The Articles of Incorporation and these Bylaws may be amended only by the affirmative vote of two-thirds (2/3) of covenant partners present at a convened Congregational Meeting.

Section 31. Effective Date

These Bylaws were originally adopted on June 2, 2023 by the initial Session (Board of Directors) named in the Articles of Formation and were amended at a Congregational Meeting held on September 17, 2023.