

# BYLAWS

First Church of Christ, Scientist  
Newport Beach, California

2017

#### Article I – NAME

The name of this branch church is First Church of Christ Scientist, Newport Beach, California. Is a branch of The First Church of Christ, Scientist, in Boston, Massachusetts, also known as The Mother Church.

#### Article II - PURPOSE

To promote spiritual growth, love, and healing based on the teachings of the Bible and Mary Baker Eddy's writings. To bless the community with the healing power of Christian Science through branch church activities.

#### Article III - TENETS

The Tenets of The Mother Church shall be the Tenets of this branch church. (*Science and Health with Key to the Scriptures* by Mary Baker Eddy, p. 497)

#### Article IV - PASTOR

The Bible and *Science and Health with Key to the Scriptures* by Mary Baker Eddy is the Pastor of this branch church.

#### Article V – SERVICES

Regular services are held on Sundays and testimony meetings on Wednesdays, with other special services as authorized by the *Manual of The Mother Church* or the Christian Science Board of Directors.

#### Article VI – MEMBERSHIP

The members of this branch church are those whose names appear on the membership register maintained by the Clerk.

##### A. Qualifications

A person who applies for membership must:

1. Have a love for Christian Science and be a believer in its doctrines as found in the Tenets and the Platform stated in *Science and Health with Key to the Scriptures*, pp. 330-340;
2. Desire to practice Christian healing in the community;
3. Understand the Duties of Members;
4. Be free from membership in other branches, societies, or denominations; and be at least 12 years old.

##### B. Application Procedure

1. The applicant personally obtains an application for membership from the Clerk.
2. The applicant seeks the endorsement of three members. It is those members' responsibility to verify the applicant's readiness and willingness to assume the Duties of Members, and to participate in the work of this branch church.
3. The application should be returned within thirty days to the Clerk.
4. The applicant meets with the Membership Committee.
5. Following the applicant's meeting with the Membership Committee, the Clerk presents the completed application to the Executive Board for approval. The applicant then signs the membership register.

C. Duties of Members

1. To be engaged students of the Bible, *Science and Health with Key to the Scriptures*, and other writings of Mary Baker Eddy;
2. To adhere to the *Manual of The Mother Church*, the Tenets of Christian Science, and the bylaws of this branch church;
3. To give active and willing service to this branch church and to the cause of Christian Science;
4. To strive to rely on Christian Science alone for healing and to practice Christian brotherly love;
5. To attend the services and meetings of this branch church, to support it morally, spiritually, and financially, and to abide lovingly by the decisions of the membership;
6. To notify the Clerk of admission to The Mother Church, of completion of class instruction, and of any change of contact information;
7. To understand the responsibilities as an endorser of membership applications.

D. Rights

1. Branch church records are available to all members, including bylaws, meeting minutes, and financial reports.
2. The membership has the right to review Executive Board action and to modify or rescind such action with a two-thirds majority of the votes cast to pass, quorum being present.

E. Discipline

Failure to maintain duties or qualifications for membership may lead to discipline based on Matthew 18:15-17.

F. Inactivity

1. Members who have not been in contact with this branch church for at least a year will be contacted by the Executive Board to determine the reason for inactivity and whether help is needed. Inactive members may be removed from the membership roll at the discretion of the Executive Board after two years of no contact.
2. Only members who have attended a minimum of one business meeting in the previous twelve months shall be counted in determining a quorum.

G. Withdrawal

Upon making written request to the Executive Board, a member in good standing shall receive a letter of withdrawal from membership in this branch church.

H. Removal

Members of this branch church may be removed from the membership roll by a two-thirds vote of the Executive Board if they do not comply with Duties of Members.

Article VII - MEETINGS

A. Place of Meetings

All meetings will be held at the branch church edifice unless otherwise specified in the call letter.

- B. Regular Meetings  
Membership meetings will be held quarterly, and Executive Board meetings will be held at least once a month.
- C. Reader Election Meeting  
A special meeting will be held to elect readers when reader elections are needed. No other business shall be transacted at this meeting.
- D. Special Meetings  
Special Meetings may be called by the Executive Board, or at the written request of ten members, or twenty-five percent of the membership, whichever is less. Only the business specified in the call letter may be conducted at these meetings.
- E. Notice  
The Executive Board shall give notice to every member of all membership meetings and their purpose at least seven days prior to the meeting. Membership action shall be taken only at duly called membership meetings.
- F. Quorum and Voting  
In order for business to be conducted at a meeting, a quorum consisting of forty percent of the members\* must be present, and a majority of votes cast is required to pass a measure or elect an officer. A two-thirds majority of votes cast is required to authorize the lease, sale, or purchase of real estate, authorize the borrowing of any sum of money, mortgage, pledge or encumber any branch church assets, modify or rescind action of the Executive Board or amend these bylaws. If enough members withdraw from the meeting to leave less than a quorum, any action taken (other than adjournment) must be approved by at least a vote equal to the requisite majority, as determined by the count of members required to constitute a quorum.  
  
\*Members who have attended a minimum of one business meeting in the previous twelve months.
- G. Balloting  
A written ballot will be used when electing officers or at the request of at least five members.
- H. Voting by proxy is not permitted.
- I. Parliamentary Authority  
The rules contained in the current edition of *Robert's Rules of Order, Newly Revised* shall govern this branch church in all cases to which they are applicable and in which they are not inconsistent with law, the Articles of Incorporation, these Bylaws or any rules of order that may be adopted from time to time.

#### Article VIII - OFFICERS

The officers are First Reader, Second Reader, five Executive Board Members, and Chairman of Meetings.

## A. Duties

### 1. Readers

The duties of the Readers of this branch church are specified in Article III of the *Manual of The Mother Church* for Readers in branch churches.

### 2. Executive Board Members

The Executive Board shall conduct the business, financial, and spiritual interests of this branch church. It is entrusted with the following powers:

- a. To exercise the corporate powers of this branch church, conduct its business, fix salaries, care for and control its properties, and disburse its funds;
- b. To exercise general supervision over the Sunday School and all branch church services and meetings;
- c. To make all contracts and purchases, not to exceed \$5,000 for any one project without a membership vote of approval;
- d. To appoint a Clerk, Treasurer, and Reading Room Librarian annually; and to appoint committees;
- e. To have the Treasurer's and Reading Room's accounts reviewed annually at the close of the fiscal year;
- f. To appoint a substitute in the event of the temporary absence of a Reader or Chairman of Meetings.

### 3. Chairman of Meetings

The Chairman of Meetings will preside at all membership.

## B. Eligibility

1. An officer of this branch church shall be a member of The Mother Church and shall have been a member of this branch church for at least one year.
2. Members are eligible to be elected Reader who have not served a term of First Reader or Second Reader for at least nine (9) years or they have served a term of First Reader or Second Reader for no more than one year.
3. An Executive Board Member shall not be eligible for another term until three years after an expired term.
4. No two members of one immediate family may serve in any elected office at the same time, and no individual member shall hold more than one office at the same time.

## C. Elections

### 1. Readers

Election of Readers shall take place in October for a term of two years with each Reader's option to renew for a third year. Readers take office on the third Sunday of January.

### 2. Executive Board Members

Elections of Executive Board members shall take place at the Annual Meeting in February every year for a term of two years. The Executive Board shall consist of five members – three elected every odd year and two elected in even years. A Board member who has filled a vacancy and served less than a year may be re-elected to a full term. Elected Executive Board

Members take office immediately after adjournment of the meeting. The Executive Board shall meet immediately following the adjournment of the meeting to elect a President and Vice-President.

3. Chairman of Meetings

Election of the Chairman of Meetings shall take place every odd year November at the Quarterly Meeting for a term of two years. The elected Chairman of Meetings will take office immediately after adjournment of the meeting.

4. Vacancies

Any vacancy occurring in the office of Reader, Executive Board, or Chairman of Meetings shall be filled by a vote of the membership. This vote shall occur as the first order of business at the next regular membership meeting (if it is within thirty days of the vacancy) or at a special meeting called for this purpose.

D. Removal From Office

An Officer may be removed from office by a two-thirds majority vote of the members when a quorum is present.

#### Article IX - BYLAWS

Should these bylaws at any time conflict with any rule or order of The Mother Church, this branch church shall act by the rules and orders of The Mother Church until these bylaws are amended to conform thereto.

A. How Amended

The bylaws may be amended by a two-thirds vote of the members present and voting at any meeting.

B. No amendment shall be voted upon unless the following requirements have been met:

1. The amendment shall have been proposed by at least five members who shall have signed their names to it;
2. The amendment shall have been filed with the Clerk at least thirty days before the meeting at which it is to be considered;
3. A copy of the amendment shall have been mailed to each member at least seven days before such meeting.

#### Article X - DISPOSITION OF ASSETS ON DISSOLUTION

In any event of the dissolution of this religious corporation, its assets shall be distributed as specified in the FIFTH Article of the Articles of Incorporation of this branch church.