

By-Laws of Open Arms Community Church DBA Reign Dancer Ministries

To be known as RDM in this Document

Lakewood, Denver Colorado 80204

Article I

By-laws of the Reign Dancer Ministries (RDM), by the Council on May 25, 2015. The DBA Name will operate as Reign Dancer Ministries (RDM).

Article II – Purpose

The purpose of RDM is to worship God and to bring together followers of Jesus Christ and to invite people to a fully committed relationship with Him and find ways to encourage people around the world.

The RDM may be dissolved only by a majority of the active council. In the event of such dissolution, all assets real and personal shall be distributed to such organizations as are qualified as tax exempt under Section 501 (c)(3) of the United States Internal Revenue Code or the corresponding provisions of a future Internal Revenue law.

Article III – Spiritual Policy and Government

RDM acknowledges Jesus Christ as its Head and finds in the Holy Scriptures its guidance in matters of faith and discipline as interpreted by the Holy Spirit through reason, faith, and conscience.

The government RDM is vested in its leadership council.

While RDM is not obligated to any ecclesiastical body, it recognizes the great principle of Christian fellowship and is ready to cooperate with likeminded ministries as necessary to fulfill the requirements of God's Word.

Article IV – Membership

No Active Membership. RDM functions with a board of directors. At the direction and vote of the Board, we will be operating as Reign Dancer Ministries, and work with missionary outreach in various areas.

Article V – Services and Meetings

A. Services of worship: Shall be held when appropriate to meet the needs of the missionary outreach, for fund raising opportunities and to minister as directed by the Spirit of God.

B. Sacraments:

1. The Lord's Supper shall be celebrated as desired by participants attending.
2. Baptism of adults and the baptism or dedication of children shall be administered at such time as a Pastor or in their absence the RDM Council, may decide.

C. Business Meetings:

1. The Annual RDM Meeting shall be held to hear reports, and to transact business, establish officers and set up plans for the new year.
2. Additional required meetings shall be held at the discretion of the Board.
3. In the case of a specific need for organizational approvals the board may conduct business via email.
  1. Rules and regulations for meeting:

- a. Notices for annual and other meetings shall be given in accordance with the requirements of State law and these by-laws.
  - b. A quorum shall consist of the majority members of the board.
  - c. Elections shall be by executive board majority vote.
  - d. The board is made up of Chairperson, Associate, Secretary and Treasure.
6. The official year of RDM shall begin on January 1 and function for a calendar year.
  7. The Board will meet annually and/or via email.

#### Article VI – Officers as needed

- A. The Board chairperson shall be called for an indefinite time period as needed.
  1. When a vacancy occurs in the leadership, the RDM Board will seek a replacement.
  2. When a new chairperson has been called, this person will lead RDM as necessary.
  3. While the term of the chairperson shall be indefinite, the board majority members may at any time, at a duly called meeting, request the chairperson’s resignation.
- B. The Chairperson of the Board shall preside as moderator for meetings. Board members unable to attend meetings will be communicated via email.
- C. The Associate shall be elected by the board.
- D. The Treasurer/Financial Accountant
  1. Shall be installed by the board.
  2. Shall keep faithful records of the financial activity of RDM.
  3. Shall be present in the counting and reconciliation of all contributions made to RDM and keep accurate records of all transactions.
  4. Shall keep detailed contribution records of all income.
  5. Shall provide detailed statement of contribution letters to all contributors for the last calendar year by January 31<sup>st</sup> of the New Year.
  6. Shall pay the bills and commitments of RDM on order of the RDM Board and keep accurate records of all transactions.
  7. Shall be custodian of all legal documents pertaining to the RDM Corporation.
- E. The Secretary
  1. Shall be appointed by the RDM Board.
  2. Shall be a member of the Board.
  3. Shall maintain a list with addresses and contact information of all contributors.
  4. Shall keep a faithful record of the proceedings of the RDM and of the Board.
  5. Shall preserve on file all communications and written official reports.
  6. Shall perform such duties as are prescribed by law.
- G. Positions. All RDM positions, paid or volunteer, are filled at the discretion of the RDM Board.

#### Article VII – RDM Government

- A. At a duly called meeting, a majority vote of the active council present supersedes action of any of the other RDM policies in all matters. Its decisions are binding in all matters.
- B. The governing body shall be the RDM Leadership Council consisting of four people called at an Annual Meeting. The term of a Board member shall be four years, except as otherwise ruled by a majority vote of the active members present.
- C. The Leadership Board shall be the governing body responsible for the operation of the total RDM program and shall provide the necessary committees which will be responsible to the

Council. Such committees shall be chaired by a member of the Board except as otherwise provided in these By-Laws.

- D. The Board shall in general have the authority to administer the financial matters of RDM. They shall be responsible for the payment of all bills.
- E. The RDM Board must review and approve the annual budget.
- F. All grievances against RDM will be heard and responded to by the board.

#### Article VIII – Finances

##### A. Offerings and Contributions

RDM shall be financially supported by contributions from individuals or organizations. RDM shall offer opportunities for individuals and organizations to make contributions to RDM. All contributions will be deemed un-stipulated and available for RDM operations, projects and missions. RDM will accept stipulated contributions for projects and missions which have been approved by the voting members of the Board. Stipulated contributions for projects or missions not yet approved will be held for review by the Board. The Board will either approve the stipulation, request a change/removal of the stipulation or return the contribution.

##### B. Endowments

RDM shall accept unstipulated and stipulated endowments or permanent funds. The RDM Board must approve all endowments and the intended use of the income. The income derived from the endowment will be used to supplement and not supplant other contributions RDM.

- C. Fiscal Year = 365 days annual year. The official fiscal year and church year shall start on January 1<sup>st</sup> of the calendar year.

#### Article IX– Necessary and Proper Article

The RDM By-Laws are intended to provide a sound guideline for the appropriate operation of this outreach. However, not every situation or issue that comes before the RDM Board may have a policy or procedure in the By-Laws that enables RDM to address the situation properly. Therefore, the power is given to the RDM Board to make all decisions that they deem to be necessary and proper for the appropriate operation of the Ministry so long as they do not conflict with any policies included in the current By-Laws or conflict with the Word of God.

#### Article X – Amendments

These By-Laws may be altered and/or amended by a majority vote of the board members.