

# Calvary Bible Church Official Constitution

Revised: February 1994

## ARTICLE I. THE NAME

The name of this organization shall be: "Calvary Bible Church".

## ARTICLE II. OBJECT

The object of this Church is the salvation of souls, the edification of Christians through the teaching of God's Word, the world-wide proclamation of God's saving grace expressed in the shed blood and finished work of the Lord Jesus Christ on Calvary, the promotion of Godly worship, the defense of "The Faith Once Delivered", Jude 3, and cooperation with Christian activity functioning in harmony with God's Holy Word, the Bible, until He comes.

## ARTICLE III. DOCTRINE

### Section 1. The Holy Scriptures

We believe the Holy Scriptures of the Old and New Testaments to be the verbally inspired Word of God, the final authority for faith and life, inerrant in the original writings, infallible and God-breathed (II Timothy 3:16, 17; II Peter 1:20, 21; Matthew 5:18; John 16:12, 13).

### Section 2. The Godhead

We believe in one Triune God, eternally existing in three persons -- Father, Son, and Holy Spirit -- co-eternal in being, co-identical in nature, co-equal in power and glory, and having the same attributes and perfection's (Deut. 6:4; II Cor. 13:14).

### Section 3. The Person and Work of Christ

(A) We believe that the Lord Jesus Christ, the eternal Son of God, became man, without ceasing to be God, having been conceived by the Holy Spirit and born of the Virgin Mary, in order that He might reveal God and redeem sinful men (John 1:1, 1:14; Luke 1:35).

(B) We believe that the Lord Jesus Christ accomplished our redemption through His death on the cross as a representative, vicarious, substitutionary sacrifice and that our justification is made sure by His literal, physical resurrection from the dead (Romans 3:24, 25; I Peter 1:3-5, 2:24; Ephesians 1:7).

(C) We believe that the Lord Jesus Christ ascended to heaven and is now exalted at the right hand of God, where, as our High Priest, He fulfills the ministry of Representative, Intercessor, and Advocate (Acts 1:9, 10; Hebrews 7:25, 9:24; Romans 8:34; I John 2:1, 2).

### Section 4. The Person and Work of the Holy Spirit

(A) We believe that the Holy Spirit is a person who convicts the world of sin, of righteousness and of Judgment; that He is the Supernatural Agent in regeneration, baptizing all believers into the body of Christ, indwelling and sealing them unto the day of redemption (John 16:8-11, II Cor. 3:6; I Cor. 12:12-14; Romans 8:9; Ephesians 1:13, 14).

(B) We believe that He is the Divine Teacher who guides believers into all truths; that it is the privilege and duty of all the saved to be filled with the Spirit (John 16:13; I John 2:20, 27; Ephesians 5:18).

#### Section 5. The Total Depravity of Man

We believe that man was created in the image and likeness of God, but that in Adam's sin the race fell, inherited a sinful nature, and became alienated from God; that man is totally depraved, and of himself, utterly unable to remedy his lost condition (Gen. 1:26; Romans 3:22, 23, 5:12; Ephesians 2:1-3, 12).

#### Section 6. Salvation

We believe that salvation is the gift of God brought to man by grace and received by personal faith in the Lord Jesus Christ, whose precious blood was shed on Calvary for the forgiveness of our sins (Ephesians 1:7, 2:8-10; John 1:12; I Peter 1:18, 19, 23).

#### Section 7. The Eternal Security and Assurance of Believers

(A) We believe that all the redeemed, once saved, are kept by God's power and are thus secure in Christ forever ((John 6:37-40, 10:27-30; Romans 8:1, 38, 39; I Cor. 1:4-8; I Peter 1:5).

(B) We believe that it is the privilege of believers to rejoice in the assurance of their salvation through the testimony of God's Word, which clearly forbids the use of Christian liberty as an occasion to the flesh (Romans 13:13, 14; Gal. 5:13; Titus 2:11-15).

#### Section 8. The Two Natures of the Believer

We believe that every saved person possesses two natures, with provision made for victory of the new nature over the old nature through the power of the indwelling Holy Spirit and, that all claims to the eradication of the old nature in this life are unscriptural (Romans 6:13, 8:12, 13; Gal. 5:16-25; Ephesians 4:22-24; Col. 3:10; I Peter 1:14-16; I John 3:5-9).

#### Section 9. Separation

We believe that all the saved should live in such a manner as not to bring reproach upon their Savior and Lord; that separation from all religious apostasy, all worldly and sinful pleasures, practices and associations is commanded by God (II Timothy 3:1-5; Romans 12:1,2, 14:13; I John 3:15-17; II John 9-11; II Cor. 6:14-7:1; I Thess. 4:3-5).

#### Section 10. Missions

We believe that it is the obligation of the saved to witness by life and by word to the truths of Holy Scripture and to seek to proclaim the Gospel to all mankind (Mark 16:15; Acts 1:8; II Cor. 5:19, 20).

Section 11. The Ministry and Spiritual Gifts

(A) We believe that God is sovereign in the bestowment of all His gifts and that the gifts of evangelist, pastor, and teacher are sufficient for the perfecting of the saints today; that speaking in tongues and the working of sign miracles gradually ceased as the New Testament Scriptures were completed and their authority became established (I Cor. 12:4-11; II Cor. 12:12; Ephesians 4:7-12).

(B) We believe that God does hear and answer the prayer of faith in accord with His own will (John 15:7; I John 5:14, 15; James 5:15).

Section 12. The Church

(A) We believe that the Church, which is the body and espoused bride of Christ, is a spiritual organism made up of all born-again persons of this present age (Ephesians 1:22, 23; 5:25-27; I Cor. 12:12-14; II Cor. 11:2).

(B) We believe that the establishment and continuance of local churches is clearly taught and defined in the New Testament Scriptures (Acts 14:27, 20:17, 28-32; I Tim. 3:1-13; Titus 1:5-11).

Section 13. Dispensationalism

We believe in the dispensational view of Biblical interpretation, but reject the extreme teaching known as Hyperdispensationalism which opposes, for example, the Lord's Table or water baptism as a Scriptural means of testimony for the church in this age (Matt. 28:19, 20; Acts 2:41, 42, 18:8; I Cor. 11:23-26).

Section 14. The Lord's Table

We believe that the Lord's Table is the commemoration of His death until He comes, and should be preceded always by solemn self-examination, and is strictly for the believer (I Cor. 11:23-24).

Section 15. Baptism

We believe that water baptism is a scriptural ordinance of the church during this age. As to when it should be administered, we believe that it is fitting only after salvation, and we therefore reject infant baptism. As to its purpose, we believe that it should be a public testimony of the individual who has trusted Christ as Savior. Concerning its meaning, we believe that it is the outward symbol of the baptism of the Holy Spirit which is an inward work whereby each believer is inseparably joined to the body of Christ which is the Church. Concerning its mode, we believe that immersion in water "in the name of the Father and of the Son and of the Holy Spirit" is the only mode, which suits this relationship between water and Spirit baptism. However, it is not a pre-requisite to local church membership (Matt. 28:19; Acts 2:41, 8:36-39, 9:18, 18:8; John 3:23; I Cor. 1:14-17; I Peter 3:21).

Section 16. Creation

We accept the Genesis account of creation and believe that man came by direct creation of God and not by evolution (Gen. 1-2; Col. 1:16, 17; John 1:3).

Section 17. The Personality of Satan

We believe that Satan is a person, the author of sin and the cause of the fall; that he is the open and declared enemy of God and man, and that he shall be eternally punished in the Lake of Fire (Job 1:6; Isa. 14:12-17; Matt. 4:2-11, 25:41; Rev. 20:10).

Section 18. The Second Advent of Christ

We believe in the "Blessed Hope", the personal, imminent, pre-tribulation and pre-millennial coming of the Lord Jesus Christ for His redeemed ones and in His subsequent return to earth, with His saints, to establish His Millennial Kingdom (I Thess. 1:10, 4:13-18, 5:9; Zech. 14:4-11; Rev. 3:10, 19:11-16, 20:1-6).

Section 19. The Eternal State

(A) We believe in the bodily resurrection of all men, the saved to eternal life and the unsaved to judgment and everlasting punishment (Matt. 25:46; John 5:28, 29, 11:25, 26; Rev. 20:5, 6, 12, 13).

(B) We believe that the souls of the redeemed are, at death, absent from the body and present with the Lord, where in conscious bliss, they await the first resurrection, when spirit, soul and body are reunited to be glorified forever with the Lord (Luke 23:43; Rev. 20:4-6; II Cor. 5:8; Phil. 1:23, 3:21; I Thess. 4:16, 17).

(C) We believe that the souls of unbelievers remain, after death, in conscious misery until the second resurrection, when with soul and body reunited they appear at the Great White Throne of Judgment, and shall be cast into the Lake of Fire, not to be annihilated, but to suffer everlasting conscious punishment (Luke 16:19-26; Matt. 25:1-46; II Thess. 1:7-9; Jude 6, 7; Mark 9:43-48; Rev. 20:11-15).

Section 20. Fellowship Covenant

In subscribing to these articles of faith we by no means set aside or under-value any of the Scriptures of the Old and New Testaments, but we deem the knowledge, belief and acceptance of the Truth as set forth in our Doctrinal Statement to be essential to sound Faith and faithful practice.

ARTICLE IV. THE COVENANT

Section 1. Having accepted the Lord Jesus Christ as our personal Savior and thus having become members together of the Body of Christ, we do most solemnly covenant together, the Lord enabling us, that as strangers and pilgrims we will: (1) abstain from fleshly lusts which war against the soul, (2) put away from us all bitterness, and wrath, and anger, and clamor, and evil speaking, and be kind one to another, tender-hearted, forgiving one another, even as God for Christ's sake hath forgiven us, (3) as we have

opportunity, do good unto all men, especially unto them who are of the household of faith, (4) remember them who have the rule over us, who speak unto us the Word of God, (5) faithfully support our Church with our prayers and our presence at its services, (6) give as God hath prospered us, contributing not grudgingly nor of necessity, but cheerfully to the support of the ministry, the expense of the Church, the relief of the poor and the spread of the Gospel through all the world, (7) pray for one another, rejoicing with them that do rejoice and weeping with them that weep and (8) faithfully serve the living and true God and wait for His Son from Heaven (I Peter 2:11; Ephesians 4:31, 32; Gal. 6:1c; Hebrews 13:7; I Cor. 16:2; II Cor. 9:7; Romans 12:15; I Thess. 1:9, 10).

## ARTICLE V. MEMBERSHIP

Section 1. Its membership shall consist of those who have received the Lord Jesus Christ as their personal Savior; who have signified their desire to become members; who have subscribed to the Doctrinal Statement; who have agreed to be bound by the Constitution of this Church; who have been recommended to the Church for membership by the Pastor and Official Board after examination by them; who have been received and welcomed at a regular Lord's Day Service.

Section 2. Any person desiring to unite with the Church upon letter of recommendation from other churches shall be subject to the above regulations.

Section 3. Members are expected to conscientiously strive to live according to the light revealed to them by the Holy Spirit through God's Word, and to wholeheartedly support the services and activities of the Church as God may reveal His will to them.

Section 4. We believe that according to our Doctrinal Statement, that baptism by immersion is one of the ordinances of the Church, and urge each member to participate in this sacred rite.

(A) Under no circumstances shall this Church practice infant sprinkling, (so-called baptism).

(B) Believing parents are encouraged to publicly present their children in dedication to the Lord, which in reality is a dedication of the parents to instruct, correct, and admonish their children as revealed in the Word of God. Such dedication may take place at any of the regular services of the Church, upon previous request to the Pastor (I Sam. 1:28; Luke 2:22, Mark 10:14).

Section 5. Any member who fails to communicate with the Church for four (4) consecutive weeks shall, at the discretion of the Official Board, be placed on an INACTIVE membership roll of the Church. The Official Board should contact those who are on the INACTIVE membership roll to encourage continued communication and fellowship.

(A) Those on the INACTIVE membership roll are ineligible to hold any office or position in the Church and are not allowed to vote, either in person or by proxy, at any regular or special church business meeting.

(B) To regain their status on the ACTIVE membership roll, they will have to communicate with the Church for at least four (4) consecutive weeks. If no attempt is made to restore themselves to the ACTIVE roll within five (5) months after being placed on the INACTIVE roll, they will be completely removed from the Church rolls.

(C) Those who have been removed from the Church membership roll and who desire to be reinstated on the membership roll must meet the requirements of ARTICLE V, Section 1.

Section 6. If any member is unable to subscribe to and abide by the Doctrinal Statement of this Constitution, or teaches contrary to it, that person shall be immediately dismissed from the membership roll of the Church.

## ARTICLE VI. MEETINGS

Section 1. The Church shall conduct regular meetings designated as Sunday School, Morning Worship Service, and Evening Worship Service on the Lord's Day; also, the Midweek Prayer Service.

Section 2. The Lord's Supper shall be observed at least monthly, normally on the first Sunday of each month.

Section 3. Additional meetings, such as Missionary Conferences, Bible Conferences, Evangelistic Services, Youth Meetings, or other meetings must receive approval from the Board of Elders.

Section 4. The Annual Business Meeting shall be held on the second (2nd) Wednesday in the month of January or soon thereafter at the discretion of the Elder Board. The Church fiscal year shall end December 31. The following shall be the order of business, after a time of devotion:

- (A) Secretary's Report
- (B) Treasurer's Report
- (C) Reports by various Church departments, committees, ushers, etc.
- (D) Pastor's Report and presentation of the official agenda
- (E) Old Business
- (F) New Business
- (G) Report by Nominating Committee
- (H) Elections by written ballot

(ART. VI -- MEETINGS, Cont'd)

Section 5. Quarterly Business Meetings shall be held in the months of April, July, and October, normally on the second (2nd) Wednesday of these months, for the purpose of considering any business of the Church.

Section 6. Special meetings may be called by the Pastor and/or the Official Board, or by written petition of one-fourth (1/4) of the ACTIVE membership. An attempt must be made to notify all ACTIVE members by the one calling the meeting.

Section 7. At ACTIVE Membership Meetings:

(A) The Pastor, by virtue of his office, shall be the presiding officer.

(B) A simple majority of the ACTIVE membership entitled to vote shall constitute a quorum.

(C) All ACTIVE members that have attained the age of eighteen (18) years shall be entitled to vote.

(D) Provided a quorum be present in person or by proxy at any Constitutionally called membership business meeting, a majority vote of the ACTIVE voting members shall be required for the election of officers or to render final decisions on any matter under consideration, EXCEPT in reference to the following four items which require a two-thirds (2/3) vote:

(1) The calling or dismissal of a pastor.

(2) The disbursement of funds, above a threshold specified at a congregational meeting, except for emergencies.

(3) The election of the Nominating Committee, cf. Article VIII, Section 8.

(4) Adoptions or amendments of this Constitution. (See Article XII of this Constitution.)

Section 8. In the conduct of business meetings any parliamentary questions not covered by this Constitution shall be decided by the latest edition of "Robert's Rules of Order".

## ARTICLE VII. GOVERNMENT

Section 1. The government of this Church is vested in its ACTIVE membership and is facilitated through the Official Board.

Section 2. The conduct of its business, the management and control of all its property, the supervision of its general work, its organizations, such as Sunday School, Youth Ministries, etc. shall, under the leadership of the Holy Spirit, be vested in the Official Board, which shall consist solely of ACTIVE male members of the Church, namely:

(ART. VII -- GOVERNMENT, Cont'd)

(A) The Pastor, who shall be the President of the Official Board.

(B) A Board of Elders, which shall consist of not less than three (3) nor more than seven (7) members.

(C) A Board of Deacons, which shall consist of not less than three (3) members.

(D) The Church Treasurer.

(E) The Church Secretary.

NOTE: If the situation demands, there may be a position of Secretary-Treasurer.

Section 3. If there is no Assistant or Associate Pastor, a Vice-President of the Official Board shall be elected from the Board of Elders by the Official Board for a term of one year. In the absence of the Pastor, he shall preside at all meetings: business, congregational, worship services, or similar meetings.

Section 4. The Official Board shall hold regular monthly meetings. Special meetings may be convened at any time by the Pastor, presiding officer, or a majority of the Official Board.

Section 5. The quorum for Official Board meetings shall be two-thirds (2/3) of the Elder and Deacon Boards.

Section 6. The required vote necessary to carry a motion at Official Board meetings shall be two-thirds (2/3) of the members present.

Section 7. The Official Board shall have the management and control of all property belonging to the Church. It shall not encumber with loan, transfer, sell or purchase any real estate for the Church except by express authorization conveyed through a two-thirds (2/3) vote of the ACTIVE membership present at a constitutionally called business meeting.

Section 8. The Official Board shall have authority to appoint individuals or committees for the transaction of its business. Such individuals or committees shall be answerable to and in subjection to the Official Board.

Section 9. The Official Board shall have authority to call membership meetings for the purpose of recommending such actions which would require a vote of the ACTIVE membership and for the purpose of receiving advice or instruction.

Section 10. The Official Board shall direct the examination of applicants for Church membership and, upon approval, shall have the authority to accept such individuals into Church membership.

Section 11. The Official Board shall supply the pulpit when the Church is without a Pastor with men whose Christian character and teaching are in accord with the Doctrinal Statement and Covenant of

this Church and shall recommend to ACTIVE MEMBERS, after prayerful investigation and consideration, suitable candidates for the pastorate.

Section 12. The Official Board may appoint individuals who meet the requirements of this Constitution to fill any vacancies occurring in the elective offices of the Church following the annual election for the remainder of the year.

Section 13. The Official Board shall receive, consider and dispose of any grievances, suggestions, or recommendations by any member or organization of this Church providing they are received in written form.

Section 14. The Official Board shall perform such other duties as may be defined by this Constitution and shall at all times be subject to the required vote of the ACTIVE membership.

### ARTICLE VIII. ELECTIONS OF PASTORS AND OFFICERS

Section 1. A Pastor or an Assistant or Associate Pastor may be called, upon two-thirds (2/3) vote of the ACTIVE members present, either in person or by proxy, at a constitutionally called meeting, after recommendation by the Official Board and by a committee appointed by the Official Board. Pastors shall serve until their pastorate is terminated by resignation or by request of the ACTIVE members.

(A) Pastors shall give a minimum of thirty (30) days written notice before termination of their services. If at any time the Pastor shall make application to be released from the pastorate in a shorter period of time, the relationship may be terminated by mutual agreement.

(B) In the event the ACTIVE members vote the Pastor's or any Assistant or Associate Pastor's service be terminated abruptly, the office shall immediately become vacant, but the average weekly support based on the past two years shall continue for a period of thirty (30) days unless he accepts another call or enters other employment within that time. He shall also have the privilege of occupying the parsonage for that period of time; the relationship may be terminated by mutual agreement.

(C) If, at any time, the personal belief, preaching or teaching of the Pastor, or the Assistant or Associate Pastor, shall not be in full accord with the Doctrinal Statement of this Church, or if the relations between the Pastors and the Congregation become detrimental to the welfare of the Church, their services shall be terminated.

Section 2. Men for the Board of Elders shall be recommended by the Official Board in accordance with I Timothy 3, Titus 1:5, and Acts 14:23 and elected by the ACTIVE members for a period of three (3) years. Their terms of office shall be so arranged that approximately one-third (1/3) of the terms shall expire each year. In order to establish and maintain this rotation of office, it shall be permissible to shorten such terms, or elect an additional man each year for the next three (3) years keeping within the seven (7) man limit resulting in proper rotation.

(ART. VIII -- ELECTIONS, Cont'd)

(A) Those meeting the requirements of the Word of God (I Timothy 3) and the Constitution (Art. V) may be elected and re-elected as Elders.

(B) The Board of Elders shall consist of not less than three (3) nor more than seven (7) ACTIVE male members.

(C) A Vice-President shall be elected from the Board of Elders by the Official Board, upon the absence of an Assistant or Associate Pastor.

(D) If at any time the personal belief, preaching or teaching of an Elder shall not be in full accord with the Doctrinal Statement of this church, his services will be terminated.

Section 3. Men for the Board of Deacons shall be elected by the ACTIVE members for a period of three (3) years. Their terms of office shall be so arranged that approximately one-third (1/3) of the terms shall expire each year. In order to establish and maintain this rotation of office, it shall be permissible to shorten such terms or elect an additional man each year for the next three (3) years resulting in a proper rotation.

(A) Those meeting the requirements of the Constitution (Art. V) and I Tim. 3:8-16 may be elected and re-elected as Deacons.

(B) The Board of Deacons shall consist of not less than three (3) ACTIVE male members.

Section 4. Treasurer and Secretary shall be men who shall be elected by the ACTIVE membership for a period of one (1) year. Such may be re-elected upon meeting requirements of the Constitution. They must meet the same qualifications as those of Deacons, Art. 8, Section 3A and they shall be part of the Deacon Board.

(A) If at any time the personal belief, preaching or teaching of a Deacon shall not be in full accord with the Doctrinal Statement of this church, his services will be terminated.

Section 5. Sunday School Superintendent shall be elected by the ACTIVE membership for a period of one (1) year. Such may be re-elected upon meeting requirements of the Constitution.

Section 6. Sunday School Teachers shall be recommended by the Pastor and Sunday School Superintendent and approved by the Board of Elders.

Section 7. No one shall be nominated or elected to the above offices or to any other church office who is not an ACTIVE member and/or who cannot answer in the affirmative to the following:

(A) Are you a born-again Christian and can you give testimony to the fact?

(B) Can you accept, be governed by and teach only in accordance with the Church Constitution?

(C) Are you free from any known activities that would bring reproach upon Christ, self, and the Church (Rom. 12:1,2)?

NOTE: In order for individuals to hold such positions as choir member, organist/pianist, substitute Sunday School Teacher, or assisting with youth, they need not be a church member. However, they must be able to answer in the affirmative the above questions. Choir Directors and the Youth Director must be ACTIVE members.

Section 8. A nominating Committee shall be elected by a two-thirds (2/3) vote of the ACTIVE membership at each Annual Business Meeting. It shall consist of six (6) members; three (3) from the ACTIVE membership to represent the Church at large and three (3) from the Official Board.

Section 9. In the event of a vacancy in the Board of Elders, Board of Deacons, or in the position of Secretary, Treasurer, or Sunday School Superintendent, the Official Board shall have the Authority upon a majority vote to fill the vacancy until the next Annual Meeting.

#### ARTICLE IX. DUTIES OF PASTORS AND OFFICERS

Section 1. The Pastor shall preach the Word of God at every regularly stated service of the Church for the salvation of souls and edifying of believers. The Pastor shall have the oversight of the spiritual life, regular services, and ministration of the ordinances of the Church; shall be ex-officio member of all boards and committees connected with the Church or any of its organizations; act as moderator in the meetings of the Church, unless otherwise directed by this Constitution or ordered by vote of the membership; and shall conscientiously perform such other duties as may be arranged between the Official Board and himself.

(A) The Pastor and the Elder Board shall consider and decide upon all pulpit ministries.

(B) The Pastor shall take an active interest in and direction of the missionary affairs of the Church.

(C) The Assistant Pastor(s) of this Church shall perform such duties as may be designated by the Sr. Pastor, or the Elder Board, or its authorized representative.

(D) In the absence of the Pastor due to illness, vacation, vacancy of position, etc., the Assistant Pastor(s) shall perform such duties. If there be no such Pastor(s), the Vice-President of the Elder Board will be responsible.

Section 2. The Elders shall be responsible with the Pastor for the spiritual welfare of the Church. They shall assist in the ministering of the ordinances of the Church and shall make necessary provisions for the same. They shall provide visitation to the sick and grieving membership, contact the inactive and endeavor to remedy any spiritual weakness in the lives of its members.

(A) They shall faithfully perform all other duties designated by this Constitution or pertaining to their office.

(ART. IX -- DUTIES OF PASTORS AND OFFICERS, Cont'd)

(B) They shall endeavor by God's grace to live and serve in full conformity with the standards set forth in God's Word.

Section 3. The Deacons shall care for the physical properties and finances of the Church and shall be ready to assist in guiding the spiritual life of the Church, ministering its ordinances and performing any necessary duties.

(A) They shall have oversight of the ushering in all regular and special services. The Head Usher shall be appointed by the Deacon Board.

(B) Because of the State regulations, there cannot be less than three (3) Deacons. The Deacons shall be considered the Trustees of the Church.

Section 4. The Secretary shall keep an accurate record of all business meetings and any other meetings designated by the Church or Official Board upon the request of either body.

(A) He shall be responsible for the keeping of a record of the Church Membership.

(B) He shall have custody of the Church seal, shall maintain a complete record of all correspondence and other records as directed by the Church or Official Board.

(C) All the above records shall be deemed the property of C.B.C. and are entrusted to the custody of the Church Secretary.

Section 5. The Treasurer shall collect all funds from Church offerings and shall deposit them to the proper account(s) in such bank(s) as the Deacon Board shall designate. The funds deposited shall be subject to withdrawal only by check covering bills or invoices approved by the Deacon Board.

(A) The Treasurer shall maintain a ledger showing cash balances at the close of each month.

(B) He shall also prepare financial statements showing the status of all funds for presentation at each Quarterly Business Meeting.

(C) He shall also maintain the legal papers pertaining to the property and finances of the Church, such as deeds, abstracts, insurance policies, bonds, notes, etc. Such should be kept in a depository as may be designated by the Deacon Board. All the above records shall be deemed the property of C.B.C. and are entrusted to the custody of the Treasurer.

(D) If desired by the Official Board, his books shall be available for audit.

NOTE: In the event the Treasurer is unable to perform his duties, or there is a vacancy in this office, the duties of the Treasurer shall be assumed by the Church Secretary until action is taken by the Official Board in supplying a substitute.

Section 6. The Sunday School Superintendent may suggest to the Elder Board all policies that relate

(ART. IX -- DUTIES OF PASTORS AND OFFICERS, Cont'd)

to the Sunday School and other designated areas of responsibility.

(A) He ensures that the approved curriculum materials are secured, distributed and used.

(B) He makes the Board of Elders aware of the teachers needed and recommends certain persons for those positions.

(C) He works with teachers to ensure that they have all possible assistance, materials, encouragement and training.

Section 7. The Nominating Committee shall make nominations for all Church Officers as governed by this Constitution, except for Elders and shall present them to the Church at least two (2) weeks before the Annual Meeting. The membership has the prerogative to recommend qualified individuals for any position by the following manner:

(A) A church member may submit their request in writing, with their signature and at least four (4) other signatures of ACTIVE members who are in agreement, to any member of the Official Board at least one (1) month prior to the Annual Meeting.

(B) Upon receiving such submissions, the Official Board shall consider these names for submission to the Nominating Committee.

## ARTICLE X. ORDINATION

Section 1. When, in the judgment of the Official Board, a man is called to the Christian Ministry, it shall be within the power of the Official Board to call and conduct a council for ordination, providing such authority is granted by a vote of the Official Board. The ordaining council shall thoroughly examine all applicants for ordination as to their call to the Christian ministry, education, Christian experience, reputation, character, doctrinal belief and demonstrated efficiency in Christian Service.

Section 2. The following shall not be ordained to the ministry:

(A) One who has not served six (6) months as Pastor, Assistant Pastor, or in definite Christian work in such manner as to convey reasonable evidence of God's call to the ministry.

(B) One who is not in full accord with the Doctrinal Statement of this Church.

(C) One who does not qualify with the requirements as found in I Timothy 3:2,3 and Titus 1:7.

Section 3. It shall be within the province of the Official Board to discipline, even to revoking the ordination credentials, of any minister, ordained under this Constitution, if said minister no longer meets the Scriptural requirements specified in Section 2, Item C above after an impartial trial conducted in the spirit of I Corinthians 13. The minister under trial shall have the privilege of appealing his case to the ACTIVE membership of this Church within sixty (60) days after the decision of the Board.

## ARTICLE XI. DISCIPLINE

One of the important duties of the Board of Elders is to seek to reclaim those members who disregard their covenant (Article IV) obligations as described in this Constitution. When the Elder Board in any case is satisfied of continued gross misconduct, it shall be its duty to make charges against that member. If the member's address is unknown, or if that member has consented to have the hand of fellowship withdrawn, or has definitely informed the Elder Board that he or she does not wish a review of his or her spiritual condition, the Elder Board shall recommend that the name of that member be erased from the roll, and the Church may act immediately upon such recommendation. When charges are made by the Board, the review shall be conducted with the spirit and teachings of the New Testament and with all possible consideration of the rights of the member and the welfare of the Church (Matthew 18:15-18; I Corinthians 5:1-5; Galatians 6:1-2; II Thessalonians 3:6).

## ARTICLE XII.

This constitution may be adopted, and any Amendment thereto may be adopted by a two-thirds (2/3) vote of the ACTIVE members present at any regular or special meeting, provided the Constitution as drafted, and any subsequent proposed Amendments, shall be distributed to the membership at least two (2) weeks prior to such meetings.

## ARTICLE XIII.

No part of the net earnings of the corporation shall ever inure to the benefit of any donor, member, director or officers of the corporation or any private individuals. Additionally, no donor, member, director, officer of the corporation or any private individual shall be entitled to share in the distribution of any of the corporation assets. Upon dissolution, any assets of the corporation must be distributed to the Independent Fundamental Churches of America, Inc. if it then exists and is exempt from Federal Income Tax, otherwise, to one or more organizations recognized by the Internal Revenue Service as one organized exclusively for religious, charitable, scientific, literary or educational purposes.