

ARTICLE I - THE NAME

This organization shall be GRACE POINT CHURCH. GRACE POINT CHURCH was originally incorporated as Twin Orchards Community Church in 1952, and by amendment to the Certificate of Incorporation in 1960 the name was changed to TWIN ORCHARDS BAPTIST CHURCH, and by further amendment in 2013 the name was changed to GRACE POINT CHURCH.

ARTICLE II - THE PURPOSE

The purpose of this church is to maintain regular public worship of God, to build up its members in the Christian faith, to promote systematic Bible study, to strengthen the bonds of Christian families and fellowship, and to participate in our Lord's great commission.

ARTICLE III - AFFILIATION

We adhere to the sovereign independency of the local church, but recognizing the duty and need of fellowship, we shall do so with other churches of like precious faith. Moreover, we declare ourselves in sympathy with Christian activity functioning in harmony with our Articles of Faith and God's holy Word, the Bible.

ARTICLE IV - ARTICLES OF FAITH

Section 1. THE BIBLE

We believe that the Bible, consisting of the sixty-six books of the Old and New Testaments, is the Word of God .

We believe that the Bible is verbally inspired in all of its parts and, therefore, it is without error as originally given by God (2 Tim. 3:16; 2 Pet. 1:19-21; Jer 1:4-10)

We believe that it is the supreme authority in all matters of faith and conduct (2 Tim. 3:16-17; Ps. 119:9-11).

We accept as the Word of God those translations reflecting the above view of scripture and competent scholarship.

Section 2. THE ONE TRUE GOD

We believe that there is only one God (Deut. 6:4; Matt. 28:19) existing eternally as three Persons—the Father, the Son, and the Holy Spirit (John 14:26; 15:26).

We believe that each of these Persons is God (Rom. 1:7; 9:5; Acts 5:3-4).

We believe that each is perfect in holiness, infinite in wisdom, measureless in power and that He concerns Himself mercifully in the affairs of men.

We believe that God is sovereign in all authority over the entire universe (Rom. 9:20-21). We also believe that it is our responsibility to submit ourselves to the will of God (Rom. 12:1-2).

Section 3. GOD THE FATHER

We believe in the fatherhood of the First Person of the Trinity; that He is the Father of the Second Person in a unique way by eternal generation (2 Cor. 1:3); and that He is the Father of all believers by the new birth (Gal. 3:26; John 1:12).

Section 4. GOD THE SON

We believe in His eternal preexistence and deity (Micah 5:2; Isa. 9:6; John 1:1,14; Titus 2:13).

We believe in His first advent to earth, assuming a complete, sinless human nature by virgin conception and birth (Luke 1:26-2:7) and becoming the God-man, Jesus Christ.

We believe in His sinless human life (1 Pet. 2:22; 1 John 3:5), His substitutionary death (1 Pet. 2:24; Rom. 5:8), His bodily resurrection (Luke 24:5-6), His physical ascension into heaven (Acts 1:6-12), His current intercession for us at the Father's right hand (Rom. 8:34), His current work of building the church (Matt. 16:18), His return for the church (1 Thess. 4:13-17; 2 Thess. 2:1), and His second advent to earth to rule over the world for a thousand years (Rev. 19:11-16; 20:1-6).

Section 5. GOD THE HOLY SPIRIT

We believe in His deity and personality (Acts 5:1-4; 13:2).

We believe in His work of restraining evil and of convicting the lost (John 16:8-11; 2 Thess. 2:6-7).

We believe in His work of regenerating (Titus 3:5), instantaneously baptizing into Christ and His body (Acts 1:5; Gal. 3:27; 1 Cor. 6:19-20), and sealing (Eph.1:13; 4:30) all who receive Christ as their Savior.

We believe in His continuing work in each saved person of convicting (1 John 3:20, 24), sanctifying (2 Cor.3:18), teaching (1 John 2:27), guiding (Romans 8:14), imparting gifts (1 Cor. 12:4-11), filling (Acts 4:31; Eph. 5:18), abiding (John 14:16), indwelling (John 14:17 and Matt. 3:16), and enabling (Gal. 5:25).

We believe the sign gifts of the Holy Spirit (miracles, healings, prophecies, tongues, etc.) served their useful purposes during the infancy of the Christian church and until the completion and distribution of the New Testament, and are not normative for today (Heb. 2:3-4; 1 Tim 5:23; 2 Tim 4:20).

Section 6. MAN

We believe that the first man and woman were directly created by God with the divine image apart from any organic evolutionary process (Gen. 1:27; 2:7, 21, 22).

We believe that Adam and Eve sinned against God and brought upon themselves and their posterity spiritual and physical death (Gen. 2:16-17; 3:1-19; 5:5; Rom. 5:12).

We believe that all of mankind, being Adam's posterity, are sinners by nature (Rom. 5:19) and by practice (Rom. 3:9-12) and are justly condemned by God (Rom. 5:18; 3:19; John 3:18).

Section 7. THE ATONEMENT

We believe that God, motivated by His love and grace, has fully met the demands of His holiness on behalf of sinners and has done all that is necessary for their salvation by giving His Son to pay man's debt of sin and by raising Him from the dead (John 3:16 Rom. 6:23; 5:8; 1 Peter 2:24; Heb. 9:26; John 1:29).

We believe that on the basis of Christ's death and resurrection God is freely and righteously able to save everyone who repents and trusts Christ and His substitutionary work on the cross (John 3:16; 1:12; Acts 17:30).

Section 8. SALVATION

We believe that salvation, which is deliverance from sin's penalty, power and ruin, can neither be earned by human merit nor produced by human works; that it is the gracious gift of God to all who receive the Savior (Eph. 2:8-9; Rom. 6:23).

We believe that salvation brings the believer into a right relation with God (John 17:3) and bestows upon him the riches of God's grace (Eph. 1:3) including forgiveness of sin (Acts 10:43), eternal life (John 5:24), and membership in God's family and kingdom (John 1:12; 3:3; Col.1:13).

We believe that all who are saved are divinely kept until they experience the redemption of their bodies from the power of sin and death at Christ's return (Eph. 4:30; Rom. 8:10-11, 23; Phil. 3:20-21).

Section 9. THE CHURCH

We believe in the universal church of Christ, which is that company of people who, from Pentecost until the rapture, are saved and are baptized with the Holy Spirit into Christ (Matt. 16:18; Eph. 1:22; Acts 1:5; 11:15,16; 1 Cor. 12:12, 27); that this church presently functions as Christ's body (Eph. 1:22,23); and in the future will function as His bride (Eph. 5:32; Rev. 19:7).

We believe in the local church, which is that company of saved, baptized people who assemble regularly to worship God, to observe the Lord's Supper (Acts 2:42), to fellowship together in the Word and in prayer (Acts 2:42-47) to edify one another (1 Thess. 5:11), to exercise discipline (Matt. 18:15-20), and to exercise their spiritual gifts (Acts 13:1-3; Rom 12:6-8), who do good works (Acts 11:27-30), who bear witness to the gospel at home and abroad (1 Thess. 1:8-10); Phil. 4:10-18), and who look for Christ's return (1 Thess. 1:10; Acts 1:9-11).

Section 10. ORDINANCES

We believe that every saved person who is physically able should give himself to water baptism by immersion in obedience to the Lord's command (Matt. 28:19-20).

We believe that every believer should regularly observe the Lord's Supper in obedience to the Lord's command as he is able (Luke 22:19-20).

Section 11. FUTURE EVENTS

We believe in the conscious existence of the dead (Rev. 6:9-10), the resurrection of the saved (1 Cor. 15:20-23) and of the unsaved (John 5:28-29), the appraisal of the saved (2 Cor. 5:10), the judgment of the lost (Rev. 20:11-15), the eternal life of the saved, and the eternal punishment of the lost (Matt. 25:46).

We believe in Christ's return for His church before the seven-year tribulation period (2 Thess. 2:1-3), His advent after the tribulation to rule over the earth a thousand years (Matt. 24:29-31; Rev. 19:11-16), and the creation of a new heaven and earth (Rev. 21:1-5) wherein God will dwell with His people forever.

(See Article VI, Section 2 including its footnote.)

Section 12. SATAN

We believe in the existence and personality of Satan, **(Matt.4: 1-11)**, a fallen angel (Matt. 4:8-11; Mark 1:12, 13; Luke 4:1-13 Ezek. 28:13-17), who leads a rebellion against God and who is the adversary of God's people (1 Pet. 5:8).

We believe that he was divinely condemned at the cross (John 16:11; Acts 26:18; Luke 10:18) and eventually will be cast into the lake of fire (Rev . 20:10).

Section 13. CHRISTIAN LIFE AND SERVICE

We believe that each church member is to be and to do all that God has revealed for him in His word and as summarized in the Church Covenant.

We believe that the Christian life is essentially Christ's living in and through His people (John 15:5; Gal. 2:20; Phil. 1:21) and that Christian service is His working through His people to build His church in saving the lost and strengthening the saved (Act 14:27; Rom. 7:4; 1:11-13).

We believe that these are progressively experienced in daily life as the believer abides in Christ by daily surrender, faith, communication and obedience (John 15:1-5; 14:15; Rom. 12:1; Gal. 2:20; Col. 3:16; 1 Thess. 5:17).

Section 14. MARRIAGE AND FAMILY

We believe that God ordained marriage for the purposes of 1) companionship, 2) the proper context for the sexual expression of love and for propagation, and 3) for the teaching of Biblical truth and values to succeeding generations (Gen. 1, 2; Deut. 6:4-7).

We believe that a family consists of one biological man and one biological woman who are married to each other and any children that are born or adopted and raised in this relationship, though some family units may be limited by circumstances to a partial grouping of the above.

We believe sexual lusts and activities that deviate from this relationship (such as pornography, incest, child molestation, pre-marital/extra-marital/homosexual intercourse, etc.) are considered sinful by God and are to be avoided (Matt 5:27-28; 1 Cor. 6:9-11; Rom. 1:24-27; Heb. 13:4).

We believe that God also honors those that remain single and celibate and that they are able to serve God with a singleness of purpose that is not encumbered by marital duties (1 Cor. 7:32-37).

We believe that God created the human race in His image, both male and female, in perfection. Therefore any conduct with the intent to adopt a sex other than one's biological birth sex is immoral and therefore sin. (Gen. 1:27; Deut. 22:5)

Section 15. CIVIL GOVERNMENT

We believe that civil government is of divine appointment for the interests of good order of society; that governing authorities are to be prayed for, conscientiously honored and obeyed except in things opposed to the will of our Lord Jesus Christ Who is the only Lord of our conscience and the coming King of kings on earth (Rom. 13:1-14; 1 Pet. 2:13-14; 1 Tim. 2:1-5; Acts 5:29).

ARTICLE V – CHURCH COVENANT

Having been led by the Spirit of God to receive the Lord Jesus Christ as our Savior and as those redeemed unto God by the precious blood of Christ, it is our commitment to live in a manner befitting our relationship with Christ, being obedient to the Word, to diligently seek to "grow in grace and in the knowledge of our Lord and Savior Jesus Christ" (2 Pet 3:18), and to "walk by the Spirit of God" enabled by His power to manifest the fruit of His work in us (Gal. 5:16, 22-23).

Accepting the totality of Scripture as our basis for faith and practice, we desire to live according to its teachings. The following specific goals are stated as representing that desire:

1. SEPARATION UNTO GOD - We purpose to "abstain from all fleshly lusts" (I Pet. 2:11), being "not conformed to this world" (Rom. 12:2), and to "yield our members as instruments of righteousness unto God" (Rom. 6:13). We will endeavor to guide our family by biblical principles and educate our children in a manner that glorifies God.
2. LOVE FOR ONE ANOTHER - We purpose to love one another, "without hypocrisy" (Rom. 12:9), to help one another when needed, and to "pray for all saints" (Eph. 6:18). We shall endeavor by all means to "keep the unity of the Spirit in the bond of peace" (Eph. 4:3), refraining from "all bitterness and wrath and clamor and evil speaking" (Eph. 4:31).
3. COMMITMENT TO OUR MINISTRY - We purpose to support this church faithfully in all its ministries, attending its services, diligently exercising our individual gifts of the Spirit on its behalf and contributing both bountifully and cheerfully to its expenses and ministries "as the Lord hath prospered" (1 Cor. 16:2).
4. TEACHING OF SOUND DOCTRINE - We purpose that we shall "earnestly contend for the faith which was once for all delivered unto the saints" (Jude 3), "speaking the truth in love" (Eph. 4:15). The essentials of the Christian faith we believe to be embodied in our Statement of Faith, and we shall therefore strive to defend and propagate these truths, both vigorously and graciously.
5. REACHING THE WORLD FOR CHRIST - We purpose to witness to the lost in both deed and word, seeking to win them to saving faith

in Christ and then to bring them into the fellowship of a local church. We purpose also to give our earnest support to home and foreign missions, seeking to do all we can, as the Lord enables, to proclaim the Gospel to all men (Acts 1:8).

ARTICLE VI – MEMBERS

Section 1. PRESENT MEMBERSHIP

Present membership is composed of all those in good and regular standing.

Section 2. QUALIFICATIONS

Anyone professing faith in the Lord Jesus Christ as personal Savior, giving evidence of real conversion, and declaring himself in accord with the Covenant, Articles of Faith¹, and Constitution of this church, and having been baptized by immersion as an expression of faith, may become a candidate for membership. This, of course, precludes the holding of membership in any organization having religious beliefs that are contrary to the Christian faith.

Section 3. ADMISSIONS

Candidates shall appear before a Pastor and at least three active Elders to give personal testimony of their faith in the Savior. Having given a satisfactory account, their names shall be posted or announced as candidates for membership to give opportunity for the voicing of any objections to their admission. After a minimum of two weeks following the notice, and upon the recommendation of the Board of Elders, they shall be received into membership by a majority vote of the Church members present at any regularly scheduled meeting.

¹ A person who holds another view of the time of Christ's return for the church may be qualified for membership as long as he agrees not to disrupt the harmony of the church by propagating his view.

Persons uniting with the Church may be required, at the discretion of the pastor and elders, to attend a period of instruction.

Section 4. DUTIES

It shall be the minimum—yet primary—responsibility of each member to remain in accord with the Church Covenant, Articles of Faith, and Constitution. When a member consistently lives or believes contrary to the above, he² should properly adjust his life and /or beliefs or, if unwilling to do so, should have the integrity to make his disqualification from membership known to the Board of Elders.

Members must also remember that they have a responsibility to support their church (Mal. 3:10; 2 Cor.9:6-8); to love, honor and respect their pastors and or elders who are appointed over them (1 Thess. 5:12-13); and to be prayerfully involved in ministry, using their spiritual gifts. They should also hold high the calling to cultivate loving relationships within the church, keep the unity of the faith, and seek restoration whenever necessary (Rom 12:10, Gal 6:1)

Section 5. INACTIVE MEMBERSHIP

It is the responsibility of the elders to review the membership roll whenever they deem necessary, but at least before each annual business meeting. At such time they shall place on the Inactive Roll those members who have, for a period of one year, neglected their duties as members of this church (particularly attendance). Both the individuals involved and the Church will be informed of this change of status.

² For consistency and better readability we are using the masculine pronoun in a generic sense to include both genders throughout this document unless the context shows otherwise.

Exceptions may be made in occasional cases where, in the judgment of the Board of Elders, there are contributing circumstances beyond the control of a non-attending member.

Clause 1. Restrictions. Members with inactive status shall not be entitled to hold office or vote in Church matters.

Clause 2. Restoration. Inactive members may be restored to Active status by the Board of Elders after resuming and continuing the duties of members for a period of three months.

Section 6. DISCIPLINE

Should any member become an offense to the Church and its good name by reason of immoral or non Christian conduct or by persistent breach of his own covenant vows, misdemeanor in office, or by willingly promoting division or discord in the Church, the Board of Elders may reprimand him or recommend to the church he be excluded from membership.

However, such action shall not be taken until every Christian means of reconciliation has been exhausted and even then, only after due notice of the charges made have been given to the individual concerned and full opportunity for the person charged to speak in his own defense.

Section 7. VOTING MEMBERSHIP

All active members of the Church in good and regular standing who are eighteen years of age and over shall be allowed to vote in any matter of Church business.

Section 8. DISMISSAL OF MEMBERS

Clause 1. Letter of Dismissal. A letter of dismissal (Church letter) shall be granted by the Church to any member in good standing who wishes to unite with another church of like faith and order, upon the request of said church. Inactive members may be granted a letter with the understanding that this shall be made known to the church to which the letter is sent.

Clause 2. Removals. Names shall be removed from the roll under the following conditions:

- A. When a member joins another church without having been granted a letter of dismissal.
- B. When there is consistent neglect of membership duties for a period of one year while on the Inactive Roll. (Again, exceptions may be made in unusual cases.)
- C. When a member requests withdrawal from membership in writing.
- D. When a person dies.

Clause 3. Exclusions. Any member found guilty by the Board of Elders of unrepentant conduct that publicly disgraces the name of the Lord and the Church shall be recommended to the Church for exclusion from membership and shall be excluded by majority vote of the members present (1 Cor. 5:11-13; 1 Tim. 6:3-5; 2 Tim. 3:1-5). Excluded persons may attend regularly scheduled services; however, they may not participate in matters of Church business.

Note also Article VI, Section 6

NOTE: All transactions regarding membership admission and dismissal (excluding death) shall be voted on by the Church at any regularly scheduled worship or business meeting.

ARTICLE VII – GOVERNANCE

This Church is independent from any ecclesiastical body and shall so remain, acknowledging only the Lord Jesus Christ as its Head; the Holy Scriptures as the only infallible guide in matters of faith, discipline, and order; and the Holy Spirit as its final Teacher.

The government of the Church, the conduct of its business, the management of its property, and the supervision of its general work and various ministries shall, under the leadership of the Holy Spirit, be vested in the senior pastor, the staff³, the elders, the deacons, the other officers, the committees, and the congregation as hereinafter provided.

Section 1. QUALIFICATIONS OF OFFICERS

All Church officers must not only be mature Christians, but must also have proven themselves to be discerning in speech and action, displaying a level of wisdom, seasoned as a member, reliable, and a faithful example in the service and life of the church body. The Nominating Committee should be guided by these standards in making its nominations.

Each officer also must be loyal to the Church. Specifically, each officer must be a regular attendee and supporter of this church. Each officer must be in agreement with the Articles of Faith, Church Covenant, Constitution and aims of the Church; and willing to cooperate with the pastors, staff, and Church officers in the fulfillment of the vision and direction of the Church and with his immediate superiors and fellow

³ Staff refers to all positions of responsibility – salaried or otherwise.

workers in the fulfillment of the specific goals of his office or responsibility.

Section 2. ELECTIONS

All church officers (with the exception of the pastors) are to be elected by majority ballot at the annual business meeting.

Section 3. TERM OF OFFICE

The term of office shall normally date from the second Sunday after election to office, and shall continue for one year unless otherwise stated in the Constitution and By-Laws. At the conclusion of one's term of office, he shall turn over to his successor all records pertaining to his office necessary for continuity therein, along with an explanation of procedures that have been followed in that office.

Section 4. Vacancies

All vacancies in offices shall be filled by the Board of Elders until the next annual business meeting, at which time normal procedures shall be followed.

Section 5. Offices

A. PASTORS

The pastorate shall consist of the senior pastor and such other pastors as the Church deems necessary to conduct the ministry of the Church.

1. SENIOR PASTOR

Clause 1. Qualifications. The senior pastor shall be a Bible-believing ordained man who is in agreement with the herein stated doctrines and practices of this church. Since he is called to minister to the spiritual life, he shall be thoroughly qualified in his own spiritual life, his Biblical preparation, and his professional ability to discharge the varied responsibilities of his office (1 Tim. 3:1-7; 2 Tim. 2:24-25).

Clause 2. Election. The senior pastor of the Church shall be chosen by the members upon the recommendation of the Pulpit Committee after their prayerful investigation and consideration. This selection shall take place at a meeting of the congregation specially called for that purpose and publicly announced at least two Sundays in advance. A two-thirds majority vote of at least one half the voting membership is required.

Clause 3. Duration. The senior pastorate shall be for an indefinite period and shall be terminated by death, resignation, or removal. If at any time the pastor shall make application to be released from the pastorate or if the relations between the pastor and the congregation have become such as to be detrimental to the welfare of the Church, the relationship may be terminated by the congregation in sixty days or in a shorter period of time if it be mutually agreed upon. The Elder Board shall have authority to consider this matter and make recommendation, but it shall require a majority vote of at least one half the voting membership to dismiss the pastor.

If at any time the pastor's personal belief, preaching, or teaching shall not be in full accord with the doctrinal standards of this church, his service as pastor shall be terminated

immediately following a congregational meeting by a majority vote of at least one half the voting membership.

Recognizing we are all human and capable of sinning, if at any time the pastor would fall into a sin that would severely hinder his ability to lead the church, the elder board shall have the authority to dismiss him as pastor and to bar him from preaching and performing his duties. The pastor shall continue to be paid his normal salary for at least thirty days. The Elders shall inform the church no later than the next Lord's Day in the spirit of Gal 6:1.

Clause 4. Duties. The senior pastor, with the elders, shall have the responsibility of equipping the flock for ministry and for the spiritual oversight of the Church. He shall normally conduct the public services of worship, preach and teach the Scriptures, administer the ordinances, moderate the meeting of the Elder Board and Church, and perform the various duties pertaining to the office as indicated in the Scriptures. He shall be an ex-officio member of all boards and committees of the Church.

2. OTHER PASTORS

Other pastors, such as associate pastor, youth pastor, etc., may be chosen by the congregation on either a full-time or part-time basis as the need arises.

Clause 1. Qualifications. These are the same as that of the senior pastor, except that ordination may or may not be a requirement.

Clause 2. Election. These pastorates are optional positions, whose need is determined by the senior pastor and the Elder Board. Men are chosen by the congregation based upon the recommendation of the senior pastor and Elder Board. This selection shall take place at a meeting of the congregation and be publicly announced at least two Sundays in advance. A two-thirds majority vote of the voting members present is required.

Clause 3. Durations. These pastorates shall be for an indefinite period and shall be terminated by death, resignation, removal, or by a requested resignation at the installation of a new senior pastor (who may or may not accept these resignations.) Resignation or removal shall be based upon the same terms as that of the senior pastor, plus their ability to work with him.

Clause 4. Duties. The senior pastor and the Elder Board are responsible for determining the duties of these pastors, which are to be placed in writing. These pastors shall ultimately be accountable to the Elder Board and the Church congregation, but shall be immediately responsible to the senior pastor.

B. ELDERS

Clause 1. Introduction. Grace Point Church, following several examples in Scripture, holds to the position of multiple eldership. Together with the called pastor(s) of this church, the elders are charged with the responsibilities of ruling (1 Tim. 5:17), overseeing (Acts 20:28), guarding against error (Titus 1:9), and feeding (1 Pet. 5:2). The senior pastor will be principal spokesman and will normally lead elders meetings and church business meetings. In his absence, the elders will divide his responsibilities between the remaining pastoral staff and a possible interim

pastor. Another non-pastoral staff elder, chosen by his peers, will chair the elder and church business meetings in the absence of a pastor or when such action is deemed necessary by the board or the church. Faithful elders are to be accorded the same respect as is due the pastors. (1 Tim. 5:17).

Clause 2. Qualifications. Elders shall be carefully chosen from among the members meeting the requirements enumerated in 1 Tim. 3:1-7.

Clause 3. Election. As qualified men are available, the Elder Board shall be six in number (or more as the need arises) and shall be elected at the annual business meeting by the Church for a term of three years, and in such manner that the terms of approximately one-third of the total number will expire each year. After serving two consecutive terms, Elders and other church officers of the church should strongly consider taking a sabbatical, to rest and refresh themselves. Elders who are not on the board shall still be considered Elders, but will be inactive elders (Acts 14:23; Titus 1:23; 1 Pet 5:1-4).

Clause 4. Duties. It shall be the general duty of the elders to cooperate with the pastor in the oversight of the Church activities and the care of its members. Their specific responsibilities are as follows:

- a. Meet monthly, and when needed, to consider and respond to the items of business charged to them.
- b. Assist the pastor in church visitation, observance of the ordinances, matters of discipline, setting goals, planning special programs, and providing speakers when necessary or desirable.

- c. Interview candidates for membership
- d. Revise the membership roll as stated in Article VI, Sections 5 and 8.
- e. Select or approve all Church workers with regular responsibilities.
- f. Appoint and oversee the Pulpit Committee in directing the Church in its search for a pastor and direct affairs of the Church in the absence of the pastor. A minimum of two active elders should serve on the committee.
- g. Directly oversee the Church missions program, including the distribution of missions funds where budgeted and needed. These responsibilities may be delegated to others if deemed advisable.
- h. The Chairman of the Elder Board shall be chosen by his peers at the first meeting after the annual business meeting. He shall moderate the meetings of the Elder Board and Church in the absence of a pastor. Another shall be chosen as clerk to keep records of all meetings of the Elder Board.
- i. The Elder Board shall make a report of its activities at each annual meeting or when requested by the corporate body. Discretion should be used in keeping confidential matters.

C. DEACONS

Clause 1. Introduction. This office, with its responsibilities, is indicated in Acts 6:1-4, and was instituted to relieve the elders of

certain financial and material responsibilities. Inasmuch as our deacons exist to assist the elders, they are to be spiritually qualified for such service according to Acts 6:3 and 1 Tim. 3:8-13.

Clause 2. Election. As qualified men are available, the Deacon Board shall be nine in number (or more as the need arises), and shall be elected at the annual business meeting by the Church for a term of three years, and in such a manner that the terms of one-third of the total number will expire each year.

Clause 3. Duties. They shall act as legal trustees in behalf of the Church in the purchase, holding or disposing of any real or fixed property in accordance with the laws of the State of New York. They shall not, however, purchase or dispose of real estate or fixed property or incur individual financial obligations exceeding two percent of the current year budget unless directed by the Church by means of its annual budget or by vote at any convened business meeting.

Other specific responsibilities of the deacons are as follows:

- a. Meet monthly as needed to consider and respond to items of business charged to them.
- b. Oversee the maintenance, alterations, and additions to the building, grounds, and equipment.
- c. Oversee the finances of the Church, including the receiving, counting, banking, recording, distribution, and auditing of all church monies in a manner consistent with the Church Constitution, Scriptural principles, and sound business methods.

- d. The Chairman of the Deacon Board shall be chosen by his peers at the first meeting after the annual business meeting. He shall moderate the meetings of the Deacon Board. Another shall be chosen as clerk to keep all records of its meetings.
- e. The Deacon Board shall make a report of its activities at each annual meeting or when requested by the corporate body.

D. DEACONESSES

Deaconesses shall be chosen from the godly women members of the Church to assist the Elder board in certain responsibilities that are delegated to them, such as assistance in the observances of the ordinances. They shall be four in number (or more as the need arises) and shall be elected for terms of three years, with approximately one-third of these terms expiring annually. The Deaconesses shall choose their Chairwoman at their first meeting after the annual business meeting.

E. CHURCH CLERK (AND ASSISTANT CHURCH CLERK)

The Church clerk shall make and preserve all records of the Church; keep a register of the names of all members, with dates of baptism, admission, or change of status; notify all officers, members of committees and delegates of their appointment or election; issue letters of dismissal and recommendation voted by the Church and keep a record of all Church business meetings. These records shall be filed in the Church office and kept up to date. The assistant clerk shall assist the clerk and perform his responsibilities in his absence.

F. TREASURER (AND ASSISTANT TREASURER)

It shall be the duty of the Church treasurer to disburse all Church funds as authorized by the Church. He shall keep a true and fair record of Church financial accounts and make a full report to the Church at each quarterly and annual meeting and at such times as is requested by the Church or either board. Beside these reports he shall make a monthly report available to the boards. He shall submit his books at any time for auditing and turn over to the deacons all monies, documents, and papers belonging to the Church as directed by the Deacons or to his successors when his term of office ends. The assistant treasurer shall assist the treasurer and perform his responsibilities in his absence.

G. FINANCIAL SECRETARY (ASSISTANT FINANCIAL SECRETARY)

The financial secretary shall generally assist the treasurers, but in particular is charged with keeping an accurate and confidential record of individual contributions made to the Church for the sole purpose of providing for each contributor a receipt of his giving during the calendar year. The assistant financial secretary shall assist the financial secretary and perform his responsibilities in his absence.

H. SUNDAY SCHOOL SUPERINTENDENT (AND ASSISTANT SUPERINTENDENT)

Under the general supervision of the Elder Board, the Sunday School superintendent is charged with the specific direction of the Sunday School. The assistant superintendent shall assist the superintendent and perform his responsibilities in his absence.

I. CHAIRMAN OF USHERS

A chairman of the ushers committee shall be elected annually by the Church. He shall then appoint his assistants.

J. BUSINESS MANAGER (AND ASSISTANT BUSINESS MANAGER)

The Church Business Manager will generally assist the Deacon Board in matters relative to its responsibilities to care for the Church properties and financial resources. A specific job description shall be provided by the Elders and Deacons. The authority of this office shall not supersede that of the Deacon Board. He shall make no purchases or conduct other financial transactions that are not authorized by the job description, the Church budget, the Deacon Board, or the Church. The assistant business manager shall assist the business manager and perform his responsibilities in his absence. The term of this office shall be three years.

K. OTHER OFFICES

The Elder Board shall have authority to create and fill additional offices as the need arises. However, these offices shall not continue beyond one year unless extended by majority vote of the voting membership present at the annual meeting.

Section 6. COMMITTEES

A. AUDITING COMMITTEE

An auditing committee of two or more members shall be appointed by the Deacon Board for three-year terms not

ending simultaneously to audit all financial records of the Church for the past fiscal year. This committee shall present its annual report at the June quarterly business meeting.

B. BUDGET COMMITTEE

A budget committee shall be formed annually and shall consist of one elder, one deacon, the treasurer, and at least two members to be appointed by the Elder Board. In consultation with the elders, deacons, and salary committee, they shall prepare the annual budget and; with their approval, present it to the Church at least two weeks before the annual business meeting. When this budget is approved by the Church in its original or modified form, it should be considered the basis for its current liabilities. This budget may subsequently be amended by vote of the Church at any properly convened business meeting.

C. SALARY COMMITTEE

A salary committee shall consist of two elders and two deacons who shall be appointed by their respective boards for a minimum term of two years each. The committee's chairman shall be the senior elder. The committee shall establish a minimum and maximum salary range for each salaried position of the Church, develop a reasonable plan for recommending salary increases, and recommend each year any changes in salaries, salary structures, and/or benefits for each salaried employee. The committee shall also develop hourly rates of compensation for all hourly paid employees of the Church and recommend changes each year. These yearly recommendations shall be submitted to the budget committee in time to be incorporated into the annual budget.

D. NOMINATING COMMITTEE

A nominating committee shall be formed annually and shall consist of one elder and one deacon (whose terms of office are not expiring) and three members to be appointed by the Elder Board. They shall be guided in their nominations by a consideration of spiritual qualifications (see Section 1), spiritual gifts and abilities, and the good of the Church. The names of the committee members will be announced upon its formation that the Church members may present their recommendations for nominees to the committee for consideration.

Note: The committee should not feel compelled to re-nominate each incumbent officer, and failure to do so does not of itself imply any lack of confidence or dissatisfaction with one's performance.

E. USHERS COMMITTEE

The ushers committee shall serve as reception committee at public services of the Church, shall have charge of seating the congregation, receiving the offering, keeping of order, and keeping a record of attendance of all meetings.

F. PULPIT COMMITTEE

The Elder Board shall appoint the pulpit committee and may, upon approval of the Church, select members to assist them in procuring and recommending a suitable candidate in the event of a pastoral vacancy. At least two active elders shall serve on the pulpit committee.

G. OTHER COMMITTEES

Other committees shall be appointed by the senior pastor, Elder Board, Deacon Board, or the Church, depending on the nature or extent of their responsibilities. In each case their authority shall not transcend the provisions and spirit of the Church constitution.

Section 7. APPOINTED POSITIONS

Other positions shall be appointed by the senior pastor, Elder Board and/or Deacon Board as the need arises. In each case, their authority shall not transcend the provisions and spirit of the Church constitution.

Section 8. INTERNAL ORGANIZATIONS

Each internal organization, such as Sunday School, Children's Church, youth groups, choirs, women's and men's organizations, special ministries, etc., shall be under the general supervision of the Church constitution and Elder Board and under the specific supervision of those individuals properly elected or appointed.

ARTICLE VIII - MEETINGS

Section 1. WORSHIP SERVICES

Public services for worship shall be held each Lord's Day morning and as the leadership⁴ determines. These services shall be given primarily to the purpose of strengthening the faith, knowledge, or commitment of the believers in some Biblically approved manner. Though evangelism may be the central emphasis at times, it must not on a continuing basis take precedence over the ministry to the saints.

⁴The leadership consists of the pastors, elders, and appropriate staff, depending on the event or service.

The ordinance of the Lord's Supper shall be observed at least once every other month on the first Sunday of the month or as convenience dictates.

It should be remembered that the Church is people—thus exists the possibility of occasionally conducting these services in places other than the Church building.

Section 2. BUSINESS MEETINGS

Clause 1. Regularly quarterly business meetings shall be held on or near the second Wednesday of June, September and December. The annual business meeting, at which time the election of officers is held, shall be on or near the third Friday of March. These meetings, when the dates vary from the norm, shall be announced at least two Sundays in advance.

Clause 2. Special business meetings may be called by the senior pastor, Elder Board, Deacon Board, or at the written request of ten percent of the voting membership. In all cases the particular object(s) of the meeting must be clearly stated and announced at least two Sundays in advance. No other business shall be transacted at such special business meetings.

Clause 3. Moderator. The senior pastor shall be moderator of all business meetings except when the business directly involves him. Another pastor or the chairman of the Elder Board shall moderate when the pastor is absent.

Clause 4. Quorum. A quorum, necessary to transact any Church business, shall consist of twenty percent of the voting membership except in calling or dismissing the senior pastor when the requirement is fifty percent. Except where otherwise stipulated, all

matters of business shall be decided by a simple majority of those present and voting.

Clause 5. Voting Membership Voting membership are all active members of the church who are eighteen years of age and over.

Clause 6. Suggested order for regular business meetings: Devotional exercise, reading of minutes of preceding meeting, financial reports, reports of officers and committee heads, unfinished business, new business, adjournment.

Clause 7. Business meetings shall be conducted in the spirit of Phil. 2:3 and 1 Cor. 14:40. Christian charity shall be the primary rule and method, but Roberts Rules of Order shall prevail when procedural questions arise.

ARTICLE IX - FINANCES AND PROPERTY

Section 1. FINANCES

Clause 1. The Church fiscal year shall begin March 1.

Clause 2. The primary means of support of this Church shall be through the freewill gifts and offerings of its members and believing friends. Fund raising programs such as sales, paid suppers, etc., shall not be permitted without approval of the elder board.

Section 2. PROPERTY

Clause 1. As long as the property is under the control of the Church it shall be used only for purposes that do not conflict with the stated purposes in Article II and the principles of God's Word.

Clause 2. It shall be the duty of the deacons to hold title to the Church property and keep the property in repair. They shall not, however, purchase or dispose of real estate or fixed property without first securing Church approval.

Clause 3. In the event of dissolution of the Church, all material assets should be distributed by majority vote of its remaining members to other non-profit churches, missions, schools or other organizations of like faith and practice.

Clause 4. No equipment may be installed or alterations made to the Church property without the consent of the Board of Deacons.

Clause 5. No profit shall ever accrue to the benefit of any person or persons from the assets, holdings, or other transactions in which this corporation may become involved.

Clause 6. In the event of the prophesied rapture of the church (1 Thess. 4:16-18) resulting in the disappearance of all born again members and friends of this Church along with countless other believers in Christ, all Church properties and assets shall be left to those who will subsequently believe on Christ and actively preach repentance and faith in Jesus Christ, the eternal Son of God and the soon coming King.

ARTICLE X - MISCELLANEOUS

Section 1. MISSIONS

The Church shall promote an active program of worldwide missions and shall actively support only those missionaries who agree without reservation to this Church's Articles of Faith and those missions and Christian organizations in agreement with at least all but the

first sentence of Article IV, Section 10 and the second sentence of Article IV, Section 11.

Section 2. ORDINATION

Candidates for ordination are to be recommended to the Church for public recognition only after careful examination by the Elder Board and by a council of pastors and messengers from churches of like faith and practice.

Section 3. SPEAKERS

None shall knowingly be invited or permitted to address the Church or any of its organizations as a spiritual instructor who is not in agreement with at least all but the first sentence of Article IV, Section 10 and the second sentence of Article IV, Section 11.

Section 4. REMUNERATED POSITIONS

Certain positions in the Church such as music director, secretary, custodian, etc., may receive remuneration for services rendered. Those serving in such positions shall agree without reservation to the Church's Articles of Faith. The amount of remuneration for such positions shall be recommended by the Salary Committee and included in the annual budget. The creation of and method of filling any new position receiving remuneration, along with a written job description and the amount of remuneration, shall follow the guidelines and spirit of this Constitution and shall be implemented only with approval of the Church.

ARTICLE XI - AMENDMENTS

This Constitution may be amended by a two-thirds vote at any properly

convened business meeting, provided that notice of the proposed amendment(s) be given to the Church at least two Sundays prior to the meeting at which action is desired.

ARTICLE XII - ADOPTION

This Constitution with the Church Covenant and Articles of Faith, having been adopted by order of the Church on December 15, 1993, and containing all church-approved amendments through August 25, 2013 , supersedes and declares null and void all rules and regulations adopted previously.