

1 **CONSTITUTION**

2 of

3 **WINDSOR BAPTIST CHURCH**

4 UWCHLAND, PA

5 *Adopted by the membership on 22 February 2015*

6  
7 **PREAMBLE**

8 We the Congregation of Windsor Baptist Church do ordain and establish this Constitution, in  
9 which we have defined our polity as Elder Led Congregationalism. It is our solemn belief that  
10 this Constitution establishes a form of Church Governance according to the principles  
11 established in Scripture. It is our desire that Windsor Baptist Church govern, live and relate to  
12 one another according to God’s will and purposes, submitting to the Lordship of Christ in all that  
13 we do for His glory and good pleasure.  
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15 **STATEMENT OF FAITH**

16  
17 We believe the inerrant Scripture to be the sole source of written divine revelation, which alone  
18 can bind the conscience. The Bible alone teaches all that is necessary for our salvation from sin  
19 and is the standard by which all Christian behavior must be measured. (Sola Scriptura)  
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21 We believe that our salvation is accomplished by the mediatorial work of the historical Christ  
22 alone. His sinless life and substitutionary atonement alone are sufficient for our justification and  
23 reconciliation to the Father. (Solus Christus)  
24

25 We believe that in salvation we are rescued from God's wrath by His grace alone. It is the  
26 supernatural work of the Holy Spirit that brings us to Christ by releasing us from our bondage to  
27 sin and raising us from spiritual death to spiritual life. (Sola Gratia)  
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29 We believe that justification is by grace alone through faith alone because of Christ alone. In  
30 justification Christ's righteousness is imputed to us as the only possible satisfaction of God's  
31 perfect justice. (Sola Fide)  
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33 We believe that because salvation is of God and has been accomplished by God, it is for God's  
34 glory and that we must glorify Him always. We must live our entire lives before the face of God,  
35 under the authority of God and for His glory alone. (Soli Deo Gloria)  
36

37 We believe in one God,  
38 the Father, the Almighty  
39 maker of heaven and earth,  
40 of all that is, seen and unseen.  
41 We believe in one Lord, Jesus Christ,  
42 the only Son of God,

43 eternally begotten of the Father,  
44 God from God, Light from Light,  
45 true God from true God,  
46 begotten, not made,  
47 of one Being with the Father.  
48 Through him all things were made.  
49 For us men and for our salvation  
50 he came down from heaven:  
51 by the power of the Holy Spirit  
52 he became incarnate from the Virgin Mary, and was made man.  
53 For our sake he was crucified under Pontius Pilate;  
54 he suffered death and was buried.  
55 On the third day he rose again  
56 in accordance with the Scriptures;  
57 he ascended into heaven  
58 and is seated at the right hand of the Father.  
59 He will come again in glory to judge the living and the dead,  
60 and his kingdom will have no end.  
61 We believe in the Holy Spirit, the Lord, the giver of Life,  
62 who proceeds from the Father and the Son.  
63 With the Father and the Son he is worshipped and glorified.  
64 He has spoken through the Prophets.  
65 We believe in one holy catholic and apostolic Church.  
66 We acknowledge one baptism for the forgiveness of sins.  
67 We look for the resurrection of the dead,  
68 and the life of the world to come. Amen. (**Nicene Creed**)

69

70

## CHURCH COVENANT

71

72 Having, as we trust, been brought by divine grace to repent and believe in the Lord Jesus  
73 Christ and to give up ourselves to him, and having been baptized upon our profession of faith, in  
74 the name of the Father and of the Son and the Holy Spirit, we do now, relying on His gracious  
75 aid, solemnly and joyfully renew our covenant with each other.

76 We will work and pray for the unity of the Spirit in the bond of peace.

77 We will walk together in brotherly love, as befitting the members of a Christian Church,  
78 exercise an affectionate care and watchfulness over each other and faithfully admonish and  
79 entreat one another as occasion may require.

80 We will not forsake the assembling of ourselves together, nor neglect to pray for  
81 ourselves and others.

82 We will endeavor to bring up such as may at any time be under our care in the nurture  
83 and admonition of the Lord, and by a pure and loving example to seek the salvation of our family  
84 and friends.

85 We will rejoice at each others' happiness and endeavor with tenderness and sympathy to  
86 bear each other's burdens and sorrows.

87 We will seek, by divine aid, to live carefully in the world, denying ungodliness and  
88 worldly lusts, and remembering that, as we have been voluntarily buried by baptism and raised

89 again from the symbolic grave, so there is on us a special obligation now to lead a new and holy  
90 life.

91 We will work together for the continuance of a faithful evangelical ministry in this  
92 church, as we sustain its worship, ordinances, discipline, and doctrines. We will contribute  
93 cheerfully and regularly to the support of the ministry, the expenses of the church, the relief of  
94 the poor, and the spread of the Gospel through all nations.

95 We will, if we should move from this place, as soon as possible, unite with some other  
96 church where we can carry out the spirit of this covenant and the principles of God's Word.

97 May the grace of the Lord Jesus Christ, and the love of God, and the fellowship of the  
98 Holy Spirit be with us all. Amen.

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100

## ARTICLE 1

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### NAME:

102 The name of this church is Windsor Baptist Church, located in Upper Uwchlan  
103 Township, Chester County, PA.

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## ARTICLE 2

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### PURPOSE:

109 This church exists by the grace of God, for the glory of God, which shall be its ultimate  
110 purpose.

111 This church glorifies God by loving Him and obeying His commandments through:

- 112 • Worshipping Him in Spirit and in truth;
- 113 • Equipping the saints through the Word of God and prayer for the exercise of each one's  
114 spiritual gifts to the building up of the church and the Kingdom of Christ;
- 115 • Proclaiming the gospel of Jesus Christ;
- 116 • Encouraging, supporting, and participating in the world mission of the church through  
117 Biblically faithful missions and ministries;
- 118 • Administering the ordinances of baptism and communion;
- 119 • Encouraging Biblical fellowship among believers; and
- 120 • Serving our community in the name of Jesus Christ.

121

122

### AUTHORITY:

123 Jesus Christ is the Head of His church, and therefore of this local church. The Board of  
124 Elders is the governing body of this church, which governs according to the authority of God's  
125 Word, the Bible. The Board of Deacons shall assist the elders in the care of this church. Both  
126 elders and deacons shall be properly examined, appointed, and held accountable to faithful  
127 service under Christ by the membership.

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## ARTICLE 3

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### WORSHIP MEETINGS:

132 This church shall meet each Sunday for the public worship of Almighty God, and  
133 throughout the week as this church determines.

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135 **ORDINANCES OF THE LORD’S SUPPER AND BAPTISM:**

136 The ordinance of the Lord’s Supper shall be observed at the morning service on the first  
137 Sunday of each month and on other occasions as determined by the Board of Elders. A  
138 fellowship offering shall be taken following the communion service to assist those in need. The  
139 offering shall be taken and administered by the Board of Deacons.

140 The ordinance of Baptism shall be observed in a place and time determined by the elders.

141  
142 **BUSINESS MEETINGS:**

143 Each business meeting shall be opened and closed with prayer.

144 In every meeting together members shall act in a spirit of mutual love which is  
145 appropriate within the body of our Lord Jesus Christ.

146 The annual business meeting of this church shall be held in October with the specific day  
147 determined by the Board of Elders and announced two weeks prior to the meeting.

148 Special business meetings of this church may be held whenever necessary, as determined  
149 by the Board of Elders, or at the written request, submitted to the elders, of five percent of the  
150 voting membership. The time, date, and purpose of any special business meeting shall be  
151 announced at the Sunday worship meeting of this church at least two weeks prior to the meeting.  
152 In the event of a written request from the members, the elders shall call a special business  
153 meeting to be held within one month of their receipt of the request.

154 The elders shall see that the stated meetings of this church are regularly held and that the  
155 responsible members submit required reports to this church.

156 A budget shall be approved by the membership, normally at the annual business meeting.

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158 **ARTICLE 4**

159

160 **MEMBERSHIP:**

161 To qualify for membership in this church a person must give credible profession of faith  
162 in Jesus Christ, as revealed in the Bible, through evidence of regeneration, and be baptized in  
163 obedience to Christ following his or her regeneration. Baptism must be by immersion unless this  
164 would put the individual being baptized at risk; such cases shall be determined by the Board of  
165 Elders. Each member must assent to the Statement of Faith and commit to the Church Covenant.  
166 Elders shall determine each person’s qualification for membership.

167 To be admitted into membership of this church, applicants shall be recommended by the  
168 elders for admission and accepted by vote of the membership at any business meeting, and shall  
169 at that point relinquish their membership in other churches.

170 Every member shall be privileged and expected to participate in and contribute to the  
171 ministry and life of the church, consistent with God’s leading and with the gifts, time, and  
172 material resources each has received from God. Each member shall live in fidelity to the Church  
173 Covenant. Any person not living in fidelity to the Church Covenant may be removed from  
174 membership by the elders.

175 This church shall recognize the termination of a person’s membership following his or  
176 her death, having joined another church, voluntary resignation, or as an act of church discipline.  
177 This church, for the purpose of proceeding with a process of church discipline, or for any other  
178 biblical reason, shall have authority to refuse a member’s voluntary resignation or transfer of  
179 membership to another church.

180

181

182 **DISCIPLINE:**

183 This church shall preserve the purity, peace, and good order of the Body of Christ  
184 through church discipline. Church discipline may be either informal or formal. Informal church  
185 discipline shall occur through the normal life of this church through the ministry of the Holy  
186 Spirit, God’s Word, and the fellowship of believers as we seek holiness and full maturity in  
187 Christ. Formal church discipline shall occur whenever an individual or group willfully continues  
188 in any sin.

189 The first step for discipline of any sin shall be private correction or rebuke. If the  
190 individual or group does not heed this, the second step shall be to correct or rebuke with two or  
191 three individuals. Finally, if the individual or group will not repent of the sin, the matter will  
192 become formal discipline under the care of the elders.

193 Formal church discipline may include admonition by the elders or congregation,  
194 suspension from communion for a definite period, removal from office or ministry, and  
195 excommunication.

196 The goal of church discipline shall be for the:

- 197 • Glory of God
- 198 • Repentance, reconciliation, and spiritual growth of the individual or group
- 199 • Instruction in righteousness for the church
- 200 • Protection of the church from sin
- 201 • Purity and good of our corporate witness to outsiders
- 202 • Salvation of the disciplined on the day of the Lord

203

204 **ARTICLE 5**

205

206 **OFFICERS:**

207 The biblical offices in the church are elders and deacons. In addition, this church  
208 recognizes the administrative positions under this constitution of clerk and treasurer. All officers  
209 must be members of this church for at least eighteen months prior to assuming their  
210 responsibilities, except in cases of hiring pastoral staff, wherein these shall be recognized as  
211 elders and welcomed as members simultaneously.

212

213 **ELDERS:**

214 The office of elder is described in I Timothy 3:1–7, Titus 1:6–9, et al.. The elders shall be  
215 comprised of not less than three men who satisfy the qualifications for the office of elder set  
216 forth in I Timothy 3:1–7 and Titus 1:6–9. This church shall diligently seek a majority of active  
217 elders who are church members not in the regular pay of this church. No elder shall hold the  
218 office of deacon during his tenure.

219 In cooperation with the authority given to the congregation in this Constitution and By-  
220 Laws, the elders shall oversee the ministry and resources of this church. In keeping with the  
221 principles set forth in Acts 6:1–6 and I Peter 5:1–4, the elders shall devote their time to prayer,  
222 the ministry of the Word (by teaching and encouraging sound doctrine), and shepherding God’s  
223 flock.

224 This church shall recognize men gifted and willing to serve in this calling, in accordance  
225 with the constitutional provisions on elections. These men shall be received as gifts of Christ to  
226 His church and set apart as elders. An elder may remove himself from actively serving in his role

227 for a given period of time for rest or for personal matters. An elder may be removed from his  
228 office temporarily or dismissed permanently as an act of discipline.

229 An elder's term of office may be terminated by resignation or by dismissal. Any two  
230 members with reason to believe that an elder should be dismissed should express such concern in  
231 writing to two elders and, if need be, to the congregation. Any such action shall be done in  
232 accordance with the instructions of our Lord in Matthew 18:15–17 and I Timothy 5:17–21.

233

234 **RESPONSIBILITIES & FUNCTION:**

235 The elders shall take particular responsibility to examine, instruct, and recommend  
236 prospective members; examine, instruct, and recommend all prospective candidates for offices  
237 and positions; oversee the work of the deacons and appointed church agents and committees;  
238 conduct worship services; administer the ordinances of baptism and communion; equip the  
239 membership for the work of the ministry; encourage sound doctrine and practice; admonish and  
240 correct error; oversee the process of church discipline; coordinate and promote the ministries of  
241 this church; and mobilize the church for world missions. The elders are further to ensure that all  
242 who minister the Word to the congregation, including outside speakers, share the fundamental  
243 convictions of our Statement of Faith.

244 The elders may establish ministry positions or committees to assist them in fulfilling their  
245 responsibilities.

246 The elders shall have primary responsibility for the terms of employment, supervision,  
247 and evaluation of staff members. This responsibility may be delegated at the discretion of the  
248 elders.

249 Each year the elders, after consultation with the deacons and the membership, shall  
250 present to this church an itemized budget. After the church has had at least one week to review  
251 this budget, it shall be called up for a vote at the following business meeting, which shall  
252 normally be the annual business meeting. No money shall be solicited by or on behalf of this  
253 church or any of its ministries without the approval of the elders.

254 The elders shall elect an elder to serve as chairman for elders' meetings and shall appoint  
255 an elder to serve as moderator of business meetings.

256

257 **THE SENIOR PASTOR:**

258 The senior pastor is an elder. He shall perform the duties of an elder described above, and  
259 shall be recognized and paid by this church as particularly gifted and called to the full-time  
260 ministry of preaching and teaching. He shall labor as a minister of the gospel along with the  
261 other elders in the care of this church. He shall oversee particular duties as delegated from the  
262 elder board which are in keeping with his unique gifting and experience. In the absence or  
263 incapacity of the senior pastor the elders shall assume responsibility for his duties, which may be  
264 delegated.

265

266 **ASSOCIATE PASTOR(S):**

267 An associate pastor is an elder. He shall perform the duties of an elder, and shall be  
268 recognized and paid by this church as particularly gifted and called to the full-time ministry of  
269 preaching and teaching. He shall labor as a minister of the gospel along with the other elders in  
270 the care of this church. He shall oversee particular duties as delegated from the elder board  
271 which are in keeping with his unique gifting and experience. In the absence or incapacity of the  
272 associate pastor(s) the elders shall assume responsibility for his duties, which may be delegated.

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**DEACONS:**

The office of deacon is described in I Timothy 3:8–13 and Acts 6:1–7. This church shall recognize, in accordance with the constitutional provisions on elections, men who are giving of themselves in service to the church, and who possess particular gifts of service. These members shall be received as gifts of Christ to His church and set apart as deacons.

The deacons shall elect a deacon to serve as chairman for deacons’ meetings who shall represent the diaconal ministry at business meetings.

A deacon may remove himself from actively serving in his role for a given period of time for rest or for personal matters. A deacon may be removed from his office temporarily or dismissed permanently as an act of discipline.

Deacons shall care for the temporal needs of members, attend to the accommodations for public worship, maintain and care for the physical plant, and encourage and support those able to help others in the care of the church.

The deacons shall receive, hold, and disburse a fund for benevolence, reporting on its use to the elders at their request, and reporting to this church its total receipts and total disbursements only. The deacons, with the agreement of the elders, may establish administrative positions or committees of members to assist them in fulfilling their responsibilities in this church.

**CLERK:**

It shall be the duty of the clerk to record the minutes of all regular and special business meetings of this church, to preserve an accurate roll of the membership, and to render reports as requested by any member of this church. The clerk shall be nominated by the elders and elected by the congregation.

The term of service for any clerk shall be evaluated annually by the elders and may be ended by either the elders or the clerk.

In the absence or incapacity of the clerk the elders shall appoint a member to perform the duties of the church clerk.

The church clerk shall ensure that dated copies of the most recent revision of this constitution shall be available for all church members.

**TREASURER:**

The treasurer, who shall not be an active elder or deacon, shall ensure that all funds and securities of this church are properly secured in such banks, financial institutions, or depositories as appropriate.

The treasurer shall be responsible for presenting regular reports of the account balances, revenues and expenses of this church at annual business meeting. This responsibility may be delegated with the approval of the elders.

The treasurer shall make books and records of this church and all its ministries available to the person or persons designated by the elders for the purpose of substantiating the accuracy and propriety of those records.

The treasurer shall ensure that full and accurate accounts of receipts and disbursements are kept in files belonging to this church, and that adequate controls are implemented to guarantee that all funds belonging to this church are appropriately handled by any officer, employee, or agent of this church.

The treasurer shall render to the elders monthly, or whenever they may require it, an account of transactions as treasurer and of the financial condition of this church.

321 The treasurer shall be nominated by the elders and elected by the congregation. The term  
322 of service for any treasurer shall be evaluated annually by the elders and may be ended by either  
323 the elders or the treasurer.  
324

## 325 326 **ARTICLE 6**

### 327 328 **INDEMNIFICATION:**

329 If a legal claim or criminal allegation is made against a person engaged in duties or  
330 activities related to this church because he or she is or was an officer, employee, or agent of this  
331 church, this church shall provide indemnification against liability and costs incurred in defending  
332 against the claim if the elders determine that the person acted (a) in good faith, (b) with the care  
333 that an ordinarily prudent person in a similar position would exercise under similar  
334 circumstances, and (c) in a manner the person reasonably believed to be in the best interest of  
335 this church, and the person had no reasonable cause to believe his or her conduct was unlawful  
336 (except in cases of conscientious objection to laws contrary to Christian faith and practice).

337 At the discretion of the elders, this church may indemnify any person who acted in good  
338 faith and reasonably believed that his or her conduct was in this church's best interest and not  
339 unlawful.

340 If a quorum of the elders is not available for an indemnification determination because of  
341 the number of elders seeking indemnification, the requisite determination may be made by the  
342 membership or by special legal counsel appointed by the membership.  
343

## 344 **ARTICLE 7**

### 345 346 **PROPERTY AND ASSETS:**

347 This church shall have the power to receive, either by gift or purchase, and to hold such  
348 real, personal, or mixed property as is authorized by the laws of Commonwealth of Pennsylvania  
349 and is deemed necessary for the functioning of this church, and shall have the power to dispose  
350 of such property by mortgage, bill of sale, deed or otherwise. All property shall be held in the  
351 name of this church.

352 In case of division of this church caused by conflict (from which we pray God by His  
353 mercy to preserve us), all property and assets of this church shall be held in trust by those who  
354 abide by its Constitution for the continued operation and function of this church.

355 In case of dissolution of this church organization, the property and all assets shall be sold.  
356 From the proceeds, first all current and long-term promise obligations of this church shall be  
357 paid. Secondly, all remaining funds shall be directed to such one or more Christian organizations  
358 qualified under Section 501(c)(3) of the Internal Revenue Code, for the benefit of this church's  
359 supported missionaries and/or such other Christian endeavors as the congregation shall  
360 determine. This church shall be considered dissolved if so decided by the Board of Elders or  
361 when less than six members remain.

362 The officers of the legal corporation shall be the elders and deacons. These officers shall  
363 have authority to represent this church in all matters of property and assets.  
364

## 365 **ARTICLE 8**

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367 **DISPUTE RESOLUTION:**

368 Believing that the Bible commands Christians to make every effort to live at peace and to  
369 resolve disputes with each other in private or within the Christian Church (see, e.g., Matthew 18:  
370 15–20, I Corinthians 6: 1–8), this church shall require its members to resolve conflict among  
371 themselves according to biblical principles, without reliance on the secular courts. Consistent  
372 with its call to peacemaking, this church shall encourage the use of biblical principles to resolve  
373 disputes between itself and those outside this church, whether Christian or pagan and whether  
374 individuals or corporate entities.

375 Should the congregation lose confidence in any specific elder or group of elders based on  
376 grievances related to the qualifications for an elder in 1 Timothy 3 and Titus 1, the offended  
377 membership shall seek resolution first through direct contact with the elder board. If the offended  
378 membership is not satisfied with the proposed resolution of the elders, the membership may call  
379 a special business meeting where an elder or specific elders may be removed by a vote of no  
380 confidence by two thirds majority of members present at the meeting, provided a majority of the  
381 voting membership is present to vote at the meeting. The basis for a vote of no confidence shall  
382 be put in writing and available to the membership only from the time the special meeting is  
383 announced until the vote is taken.

384

385

**ARTICLE 9**

386

387 **AMENDMENTS:**

388 This church constitution and by-laws may be amended by a two-thirds majority vote of  
389 the members present and voting at a business meeting, provided the amendment shall have been  
390 in writing at the previous business meeting, is found to align with Holy Scripture, and shall have  
391 been announced from the pulpit at church services two successive Sundays prior to such vote.

392

393

394

**BY-LAWS**

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396

**SECTION 1**

397

398 **CHURCH UNITY:**

399 When Windsor Baptist Church members disagree on their interpretations, we shall pray  
400 that the love of Christ guard our attitudes toward one another, that we do nothing from selfish  
401 ambition or conceit, but in humility that each one would count others more significant than one's  
402 self, so that we exhibit a genuine concern for the building up of all God's people in an  
403 atmosphere of love.

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405

**SECTION 2**

406

407 **ELECTIONS & VOTING:**

408 This church shall proceed in the election of all officers with much prayer and full  
409 submission to Scripture. The election of any officer shall only occur with the support of the  
410 elders. The process of all elections shall exercise a loving care for all persons involved. A  
411 seventy-five percent majority of members present at a meeting is required to elect a man to the  
412 office of elder or deacon. A majority is required to elect any individual to other offices in this

413 church. Elections of officers shall be conducted by private paper ballot with each potential  
414 officer voted on individually. The moderator shall ensure that the counting of all votes is  
415 accurate and may appoint members to count private ballots.

416 Individuals may be received into membership of this church at any regular worship  
417 service or business meeting of this church. Potential members shall be announced at least two  
418 weeks prior to a vote. If there is an objection by any member to the reception of an applicant for  
419 membership, the person objecting shall submit the objection in writing to the elders one week  
420 prior to a vote or as soon as possible.

421 A majority is needed for all board, committee, and business meeting votes in this church  
422 unless otherwise specified in this constitution and by-laws. All votes shall be tallied based on the  
423 number of votes cast by members present; abstentions shall not be counted.

424 At any business meeting members may be elected to positions of service as needed,  
425 provided all relevant constitutional requirements have been met.

426 A quorum for meetings shall be twenty percent of the membership present at the meeting,  
427 with two exceptions: constitutional amendments shall require a quorum of forty percent, and  
428 meetings for conflict resolution shall require a quorum of fifty percent.

429 If a quorum is lacking and the operation or continuance of this church would be hindered  
430 without resolution of a vote on any matter, the elders present shall meet to determine if the  
431 membership present is sufficient for a vote, and if they so determine then the vote shall stand.

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433

### SECTION 3

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#### **SUFFRAGE:**

435 Only members of this church who are at least eighteen years of age shall have the right to  
436 vote in person or by absentee ballot in any meeting of this church. The moderator shall  
437 administer absentee voting. The right to vote in absentia based on extenuating circumstances  
438 shall be determined by the elders.

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### SECTION 4

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#### **EXAMINATION AND APPOINTMENT OF OFFICERS:**

443 The election of officers shall be held at a business meeting of this church. Names of  
444 nominees to serve as elders, deacons, clerk, or treasurer shall be presented to the membership at  
445 least four weeks prior to their election, and the election shall proceed as directed by the  
446 moderator.

447 The elders shall seek recommendations and involvement from the general membership in  
448 the nomination process for all officers. Any member with reason to believe that a nominated  
449 candidate is unqualified for an office should express such concerns in writing to the elders.  
450 Members intending to speak in opposition to a candidate should express their objection to the  
451 elders as far in advance as possible before the relevant church business meeting.

452 The elders shall diligently examine all nominated candidates. The process of examination  
453 for elders and deacons shall include public examination before the membership and any other  
454 examination deemed necessary by the elders. Should the elders find that a candidate is not  
455 qualified to serve in the position to which he or she is nominated, they shall remove said  
456 candidate from consideration. In such a case the elders and said candidate shall together  
457 determine propriety in disclosing the reason for his or her removal.

458

459 The moderator shall declare elected all men receiving a seventy-five percent majority of  
460 all votes cast for the offices of elder or deacon. For all other offices, the moderator shall declare  
461 elected all persons receiving a majority of all votes cast; abstentions shall not be considered as  
462 votes cast. The persons elected shall assume their respective offices upon election, unless another  
463 date has been specifically designated.

464

465 **CALLING OF PASTORS:**

466 In the calling of any man to the position of senior or associate pastor, the same basic  
467 process of examination for an elder must be followed. In addition to this process, the church  
468 membership must be given adequate time to assess the preaching gifts and wholehearted assent  
469 to the Statement of Faith and Church Covenant of the candidate before a congregational vote.

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471

**SECTION 5**

472

473 **EMPLOYEES:**

474 The membership shall approve any candidate whom it deems appropriate to fill the  
475 positions of senior and associate pastor.

476 All employees of this church shall be evaluated at least annually to be accountable for the  
477 terms of their employment. The Elders shall oversee the evaluation of all employees and may  
478 delegate this responsibility to the deacons or to staff with the functional responsibility to do so.  
479 Each elder and deacon shall be accountable to fulfilling their charge to serve this church  
480 according to the tasks set forth in this constitution and by-laws. Each elder and deacon shall be  
481 evaluated at least biennially by the elders.

482 When a senior pastor or associate pastor resigns for any reason he shall give this church a  
483 minimum of two months notice in writing of his intention to do so. When a pastor retires from  
484 this church, he shall not continue as an elder. A senior or associate pastor may be terminated  
485 through a vote of no confidence by the membership or by a three-fourths majority vote of the  
486 board of elders. The board of elders shall oversee the hiring and termination of any employee,  
487 and the terms of employment or termination.

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489

**SECTION 6**

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491 **ORGANIZATIONAL STRUCTURE:**

492 This church shall endeavor to submit to the Lordship of Christ in all things.

493 The elders of this church shall share a parity of authority for the governing and care of  
494 this church under the authority of Jesus Christ. The elders shall oversee all matters of this church.

495 The deacons of this church shall care for the physical needs of this church under the  
496 authority of the elders. The deacons shall attend primarily to serving the people of this church  
497 and secondarily to the physical plant.

498 All members of this church shall seek to walk in a manner worthy of our Lord Jesus  
499 Christ and exercise their spiritual gifts by the power of the Holy Spirit.

500

501 **COMMITTEES:**

502 Committees shall be established by the elder board as it deems necessary. Each  
503 committee shall elect a chairman. The chairman and members of any committee must be  
504 members of this church in good standing. The chairman of any board will be responsible to  
505 communicate with the elder board and to see that all of a committee's actions, plans, and

506 decisions are in submission to the authority of the elders and accomplishing the purpose for  
507 which the committee exists.

508

509

## SECTION 7

510

### **MORALITY:**

512 This church shall hold to a moral standard defined by the Bible. This church rejects any  
513 morality which contradicts the Bible. This church recognizes the Bible to be the 66 books of the  
514 historical Christian Canon, in this document referred to as the Bible, Scripture, and Holy  
515 Scripture. These biblical standards of morality shall include, but not be limited to, such issues as  
516 abortion and marriage: we oppose the practice of abortion; we only recognize marriage as a  
517 covenant between one man and one woman.

518 This moral standard shall pertain to all ministries and members of this church, including  
519 our school ministries and every other ministry of this church.

520 The elders of this church shall officially represent and communicate this church morality.

521

522

## SECTION 8

523

### **CHURCH RECORDS:**

525 The church clerk shall see that accurate records of minutes from all business meetings  
526 and from each board and committee are permanently archived for the posterity of this church.  
527 The minutes shall contain all decisions and any other reports as recorded by the clerk.

528 Only functionally responsible officers shall have the right to inspect these church records  
529 as to:

- 530 • The formal, non-public disciplining of any member(s)
- 531 • The hiring or termination of any employee
- 532 • The confidential needs or problems of any member or employee
- 533 • The financial contributions of any member
- 534 • Any other records that the board of elders may determine to be kept confidential

535 In exception to these terms of confidentiality, church records may be inspected by the  
536 membership by a majority vote of the congregation on any matter allowed by law.