

CONSTITUTION

And By-Laws

GOOD NEWS
LUTHERAN BRETHREN CHURCH

McAlisterville, PA

INDEX PAGE

Page 1

Article I – Name
Article II – Confession of Faith (1- 6)

Page 2

Article II – Confession of Faith (7a, b, c – Word and Sacraments)

Page 3

Article II – Confession of Faith (8-11)

Page 4

Article III – Synodical Affiliation
Article IV – Mission Statement
Article V – Congregational Management (1 – Definition)

Page 5

Article V – Congregational Management (2 – Membership, 3 – Leadership)

Page 6

Article VI – (A – Christ is the Head of the Church, B – Pastor, C – Elders)

Page 7

Article VI – C – Elders (1 – Election, 2 – Qualifications, 3 – Function)

Page 8

Article VI – C – Elders continued...

Page 9

Article VI – (D – Chairman, E – Vice Chairman, F – Secretary, G – Treasurer)
Article VII – Congregational Planning Committee

Page 10

Article VIII – Ministry Committees
Article IX – Membership (A – Confessing Members, B – Baptized Children of
The Congregation)

Page 11

Article IX – Membership (Baptized Children of the Congregation continued...)
Article X – Parishioners
Article XI – Property

Page 12

Article XII – Dissolution

Article XIII – Amendments (Amendments to Constitution and By-Laws)

Page 13

Article XIII – Amendments continued...

By-Laws to the Constitution (Article I – Church Management, A – Pastor)

Call Committee

Page 14

Article I – Church Management, A – Pastor continued... (Dismissal of a Pastor

B – Board of Elders)

Page 15

Article I – Church Management B- Board of Elders continued...

Article II – Committees (A – Trustee Committee)

Page 16

Article II – Committees (B – Christian Education Committee)

Page 17

Article II – Committees (C – Church Growth Committee)

Article II – Committees (D – Community Action Committee)

Page 18

Article II – Committees (E – Evangelism Committee)

Page 19

Article II – Committees (F – Youth Committee)

Article II – Committees (G – Discipleship Committee)

Page 20

Article II – Committees (H – Deacon and Deaconess Committee)

Article II – Committees (I – Nominating Committee)

Article II – Committees (J – Auditing Committee)

Page 21

Article II – Committees (K – Additional Committees)

Article III – Meetings (A – Worship Service, B – Annual Congregational

Business Meeting, C – Quarterly Business Meetings)

Page 22

Article III – Meetings (D – Quorum)

Article IV – Limits to Expenditures

Article V – Fundraising

Page 23 – Amendment to the Constitution on March 11, 2001 (Annual Meeting)

Good News Lutheran Brethren Church
Constitution and By-Laws

Article I – Name

The name of this congregation is Good News Lutheran Brethren Church, Inc. of McAlisterville, Pennsylvania 17049.

Article II – Confession of Faith

1. The Bible, including both Old and New Testaments as originally given, is the verbally and plerarily inspired Word of God and is free from error in the whole and in the part, and is therefore the final authoritative guide for faith and conduct.
2. There is one God eternally existent in three distinct persons in one divine essence, Father, Son and Holy Spirit.
3. God the Father has revealed Himself as the Creator and preserver of the universe, to Whom the entire creation and all creatures are subject.
4. God created Adam and Eve in His image to live in fellowship with Him. They fell into sin through the temptation of Satan and thereby lost fellowship with God. Through their disobedience the entire human race became totally depraved, that is, self-centered sinners who oppose God, and who by nature are unable to trust, fear or love Him. They are subject to the devil, and are condemned to death under the eternal wrath of God.
5. Jesus Christ, the Eternal Son, is the image of the invisible God. To accomplish our redemption, He became fully human, being conceived of the Holy Spirit and born of Virgin Mary. Jesus Christ, who is true God and true man, by His perfect obedience and substitutionary death on the cross, has purchased our redemption. He arose from the dead for our justification in the body in which He was crucified. He ascended into heaven, where He is now seated at the right hand of God, the Father, as our interceding High Priest. He will come a second time personally, bodily, and visibly to gather the believers unto Himself and to establish His millennial kingdom. He will judge the living and the dead and make an eternal separation between believers and unbelievers. His kingdom shall have no end.
6. The Holy Spirit is a divine person eternally one with the Father and with the Son. Through the Word of God He convicts people of sin, persuades them to confess their sinfulness to God and calls them to faith through the Gospel. He regenerates, sanctifies, and preserves believers in the one true faith. He comforts, guides, equips, directs, and empowers the church to fulfill the great commission.

7. The knowledge and benefit of Christ's redemption from sin is brought to the human race through the means of grace, namely the Word and the sacraments.
 - a. Through the Word of the Law God brings sinners to know their lost condition and to repent. Through the Word of the Gospel He brings sinners to believe in Jesus Christ, to be justified, to enter the process of sanctification, and to have eternal life. This occurs as the Holy Spirit awakens them to see their sin, convicts them of their guilt of sin, and calls them to repent and believe, inviting and enabling them to accept God's grace in Christ. Each one who thus believes is instantly forgiven and credited with Christ's righteousness. The Word then teaches and guides the believer to lead a godly life.
 - b. In the Sacrament of Baptism, God offers the benefits of Christ's redemption to all people and graciously bestows the washing of regeneration and newness of life to all who believe. God calls the baptized person to live in daily repentance, that is, in sorrow for sin, in turning from sin, and in personal faith in the forgiveness of sin obtained by Christ. By grace we are daily given the power to overcome sinful desires and live a new life in Christ. Those who do not continue to live in God's grace need to be brought again to repentance and faith through the Law and Gospel.

Because the sinfulness of human nature passes on from generation to generation and the promise of God's grace includes little children, we baptize infants, who become members of Christ's believing church through baptism. These children need to come to know that they are sinners with a sinful nature that opposes God. Through the work of the Holy Spirit, they need to confess their sinfulness and yield to God; and possess for themselves forgiveness of their sin through Jesus Christ, as they are led from the faith received in infant baptism into a clear conscious personal faith in Christ as their Lord and Savior and being assured of salvation, rely solely on the finished work of Christ, and the power of the Gospel to live as children of God.

- c. In the Sacrament of Holy Communion, Christ gives to the communicants His body and blood in, with, and under the bread and wine. He declares the forgiveness of sin to all believers, and strengthens their faith.

8. Eternal salvation is available to every living human being on earth by God's grace alone through faith alone in Christ alone. This salvation consists of an instantaneous aspect and an ongoing, continual aspect.
 - a. Justification is God's gracious act by which He, for Christ's sake, instantaneously acquits repentant and believing sinners and credits them with Christ's righteousness. At that moment, God gives each one who believes a new and godly nature and the Holy Spirit begins the process of sanctification. There is no place for human effort in justification.
 - b. Sanctification is God's gracious, continual work of spiritual renewal and growth in the life of every justified person. Through the means of grace, the Holy Spirit works to reproduce the character of Christ within the lives of all believers, instructing and urging them to live out their new nature. The Holy Spirit enables believers more and more to resist the devil, to overcome the world, and to count themselves dead to sin but alive to God in Christ Jesus. The Holy Spirit produces spiritual fruit and bestows spiritual gifts upon all believers. He calls, empowers and equips them to serve God in the home, in the community, and as part of the Church Universal. The process of sanctification will be complete only when the believer reaches glory.
9. The Church Universal consists of all those who truly believe on Jesus Christ as Savior. The local congregation is an assembly of believers in a certain locality among whom the Gospel is purely taught and the sacraments are rightly administered. The confessing membership of the local congregation shall include only those who have been baptized into "the name of the Father, and of the Son and of the Holy Spirit," confess personal faith in the Lord Jesus Christ, maintain a good reputation in the community and accept the constitution of the Church of the Lutheran Brethren. It cannot, however, be avoided that hypocrites might be mixed in the congregation; that is, those whose unbelief is not evident to the congregation.
10. The Church of the Lutheran Brethren practices the congregational form of church government and the autonomy of the local congregations. The office of pastor and elder is to be filled by men only. The synodical administration has an advisory function as it relates to the congregation, and an administrative function as it relates to the cooperative efforts of the congregations.
11. The Lutheran confessions are a summary of Bible doctrines. We adhere to the following confessional writings: The Apostles' Creed, Nicene and Athanasian Creeds, unaltered Augsburg Confession, and Luther's Small Catechism.

Article III – Synodical Affiliation

This congregation shall be a member of the Church of the Lutheran Brethren of America. We practice the congregational form of church government, and the autonomy of the local church. The synod has an advisory function rather than a ruling function. Its power to rule extends to the cooperative efforts of the congregations of the synod (Lutheran Brethren Schools, Home Missions, World Missions, etc...) and not to the local congregations.

Article IV – Mission Statement

In harmony with Matthew 28:18-20

- A. The mission of this congregation shall be to win souls for Christ and to strengthen the believers by preaching of the Word, the administration of the sacraments and the exercise of the gifts of grace. It is also our purpose to cooperate with the other congregations of the Church of the Lutheran Brethren in the ventures of faith that God gives to us at home and abroad. The congregation may also support other endeavors which are in harmony with its principles and practices as it is enabled to do so.

Therefore, within the environment of loving commitment to one another, we purpose to:

- Share the Good News of Salvation in Jesus Christ wherever possible.
- Invite people to receive Jesus Christ as Savior and Lord.
- Disciple them by:
 - stabling them in faith
 - encouraging obedience to the Lord in daily living
 - training them to share their faith
 - equipping them to establish others in the faith
 - responding with compassion to the needs of all people
- Emphasize the importance of personal and corporate worship.

Article V – Congregational Management

1. Definition

A Lutheran Brethren congregation is an assembly of believing Christians in a certain locality, among whom the Word of God is preached in harmony with the fundamental doctrines of the Lutheran faith as expressed in the confessional writings of the Lutheran Church and the sacraments are administered in accordance with the Lord's institution.

Remark: It cannot be denied that false Christians might be found in the congregation: that is, those whose true spiritual state is not manifest or provable to men. “The secret things belong unto Jehovah our God; but the things that are revealed belong unto us and to our children forever, that we may do all the words of this law.”

Deuteronomy 29:29

2. Congregational Membership

According to the Scriptures and our Lutheran confessions the Church is made up only of regenerated person. Therefore, the local congregation shall conform to the scriptures in that its membership be made up only of those who confess Jesus Christ as Lord and whose testimony and life confirm that confession.

Since it also the will of God, according to Scripture, that the Church of Christ shall appear in the world as an externally visible organization, it becomes necessary for individual believers in every locality to unite themselves into assemblies, or congregations, in order thereby more effectually to discharge their duties, to with: inwardly by the chastening, guiding, and sanctifying power of the congregation to effect its own preservation and growth, and outwardly by its quickening and dissemination activity to fulfill its mission as the light and salt of the world.

3. Church Leadership

Christ is the Head of the Church. Through His Spirit He guides the Church by His Word. According to His Word, He bestows upon the Church gifts of grace necessary for the effectual performance of its various ministrations. Among these ministrations we especially emphasize the office of the pastor, the teaching and governing elders, evangelists, teachers and deacons. (Acts 14: 23; 20:17, 28; Titus 1:5; I Peter 5:1-4; 1 Thessalonians 5: 12, 13; Ephesians 4: 11; II Timothy 4: 5; Acts 6: 2-6; Philippians 1:1). Pastors and elders continue to serve as long as the congregation finds it practicable. Elders of our congregations who because of ill health or advanced age are unable to fulfill the functions of their office may retire, but they continue to serve the church as they have opportunity.

Article VI

A. Christ is the Head of the Church.

Matthew 16: 16-19, Ephesians 1: 22-23, 5: 23, Colossians 1: 18.

Through the Holy Spirit Christ guides the Church by the Scriptures, and He bestows upon the Church the gifts of grace for the enablement of His people to fulfill His mission on earth. (Romans 12: 1-21, I Corinthians 12: 1-31, Ephesians 4: 11-16, I Timothy 3: 1-7, Titus 1:5-9).

B. Pastor.

For the office of pastor, the congregation shall call a man who is a Christian who accepts the Constitution of the Church of the Lutheran Brethren, and is listed on the Church of the Lutheran Brethren Clergy roster or has been approved by the Synodical council, pending formal listing on the clergy roster.

The pastor's primary calling is to evangelize the lost, disciple and shepherd the believers. He does this through example, prayer, preaching and teaching the Word, administering the sacraments, and doing the work of an evangelist.

The pastor shall coordinate the development and implementations of the design for penetrating the mission area, and be personally engaged in the penetration of the establish community located within the target area, and conduct his mission in such a manner as to model the urgency of the shortness of time and the importance of bringing lost souls into an encounter with the Living Christ.

The pastor/s and elders shall be considered the spiritual overseers of the congregation.

The pastor/s and elders, as the key ministry team, shall direct all ministries in fulfilling the mission statement of the congregation.

The pastor/s shall be accountable to the other members of the Board of Elders for his/their conduct and actions.

C. Board of Elders

The Board of Elders shall be composed of the called pastor/s of the congregation and the elders who have been elected by the congregation to this office. To this board the congregations commits its spiritual direction and well-being.

1. Election

The pastor/s of the congregation shall be approved for call by the process described in the by-laws of this constitution.

Elders shall be nominated by the Board of Elders and elected by the congregation. Elders are elected to serve for as long as the congregation and the elder finds it practicable. Every three years the service of the elder shall be reviewed by the congregation at its annual meeting. An elder shall serve for three years and receive the congregation's vote of confidence for an additional three years of service before he may be ordained as an elder.

As a congregation grows there may be more men qualified to be elder than can serve on the board at one time. Therefore, when needed, a rotation system may be instituted to enable the use of these gifted men in this office.

2. Qualifications.

For the office of elder, the congregation shall choose men who have the spiritual qualifications and abilities as designated in the Scriptures and are recognized by the congregation as men of faith, integrity and maturity. 1 Timothy 3: 1-7, Titus 1: 5-9 and 1 Peter 5: 1-3 state the spiritual qualifications of an elder.

3. Function.

The elders shall support the pastor, watch over the spiritual condition of the congregation, and insure that the work is done in accordance with the Word of God.

Elections and other matters of primary importance shall be considered by the Board of Elders before being brought to the business meeting of the congregation for discussion and final decision.

When the Board of Elders needs to consider matters which pertain to the temporal affairs of the church, the Board of Deacons and/or the Board of Trustees may participate in the meeting with the privilege of discussion and voting.

The Board of Elders shall function as the key ministry team of the congregation. With the exception of the congregational annual meeting, all other committees of the congregation shall be accountable to the Board of Elders.

The elders, as members of the congregation's key ministry team, shall assist the pastor/s in fulfilling the mission statement of the congregation in any and all spiritual matters including but not limited to preaching, teaching, planning, administering, disciplining, visitation, administering the sacraments, catechism instruction, etc.

In implementing the mission of the congregation, the Board of Elders shall formulate appropriate ministry and financial policies, subject to the approval of the congregation.

The Board of Elders shall be represented on the Nominating Committee of the church.

The Board of Elders shall interview applicants for membership and make recommendations to the congregation for acceptance at a congregational meeting.

The Board of Elders is responsible for church discipline in accordance with the Word of God. Matthew 18: 15-17, 1 Corinthians 5: 1-5, 1 Timothy 5: 20. It has the authority on behalf of the congregation to exclude a member from the Lord's Supper. It may recommend to the congregation a member's loss of the privilege to vote in congregational matters. It has the responsibility to recommend a member's excommunication by the congregation, and it also has the responsibility to initiate procedures for reinstatement of those disciplined. Members who are re-instated are welcomed with the following passages of Scripture: 2 Corinthians 2: 6-11, James 5: 16, Psalm 32: 5, John 20: 23.

As the elected representatives of the congregation, the Board of Elders will act for the church in all matters pertaining to the spiritual and temporal affairs of the congregation. They may delegate as appropriate business or ministry functions to the Trustee Committee, Christian Education Committee, and other ministry committees as may from time to time be created by the congregation. No organization under the jurisdiction of the congregation shall organize or disband without the approval of the Board of Elders.

The Board of Elders shall establish the Call Committee.

The elders shall be mutually accountable to all other members of the Board of Elders (pastor/s and elders) for their conduct and actions.

The Board of Elders is responsible for such other duties and responsibilities as defined in the by-laws.

D. Chairman

The congregation shall elect a chairman of the congregation each year at the annual meeting of the congregation. The chairman shall be a member of the Board of Elders. He shall, in consultation with the pastor, determine the agendas for congregational meetings and shall lead all business meetings of the congregation.

E. Vice Chairman

The congregation shall elect a vice chairman of the Congregation each year at the annual meeting. The vice chairman shall be a member of the Board of Elders or Trustee Committee. He shall have the same qualifications as the chairman, and shall assume the chairmanship either upon the request of the chairman, or in the chairman's absence.

F. Secretary

The congregation shall elect a secretary of the congregation each year at the annual meeting. He/She shall keep accurate minutes of the transactions and decisions made at the business meetings of the congregation, care for its correspondence and provide and record minutes at each business meeting.

G. Treasurer

The congregation shall elect a treasurer of the congregation each year at the annual meeting. He/She shall keep an itemized account of all receipts and disbursements of the congregation on file in the congregation's office. He/She shall keep an accurate counting, recording, and depositing of all receipts of the congregation in a local financial institution. The treasurer will pay all bills authorized by a congregational business meeting or by the Trustee Committee. Regular reports will be shared with the Board of Elders, and at congregational business meetings.

Article VII – Congregational Planning Committee

The congregation shall establish a congregational planning committee composed of the members of the Board of Elders, the officers of the congregation, and the chairpersons of the ministry committees. The congregational chairman shall serve as the chairman of this committee. The planning committee shall bring together and coordinate the ministry plans of all committees including the budgetary requests for the next fiscal year as its recommendations to the Board of Elders for congregational approval at the annual meeting.

Article VIII – Ministry Committees

The congregation shall provide for the establishment of a Trustee Committee and a Christian Education Committee; and such other committees as may be required to faithfully carry out the mission of the congregation such as a Discipleship Committee, Church Growth Committee, Community Action Committee, Evangelism Committee, Youth Committee, Deacon and Deaconess Committee, Usher Committee, Nursery Committee, Building Committee, etc. All committees shall contribute to the harmony and development of the whole congregation. They shall be under the general supervision of the Board of Elders and will submit a written summary of all their meetings and plans to the Board of Elders. Each committee will annually submit an itemized proposed budget of anticipated expenditures if needed for the coming year to the Congregational Planning committee. Each committee will consist of at least three persons elected by the congregation for a term of two years. Descriptions of responsibilities of the committees are included in the by-laws of this constitution.

Article IX - Membership

Classification of Members

Members of the congregation shall be classified as follows:

- A. Confessing members
- B. Baptized Children of the Congregation

- 1. Confessing members.

Confessing members shall have been baptized into “the name of the Father, the Son and the Holy Spirit,” confess personal faith in the Lord Jesus Christ, maintain a good reputation in the community and accept this constitution. We affirm that the local has no Biblical authority to have members other than those whose life and testimony reveal that they have experienced the “new birth.” All requests for confessing membership are made to the Board of Elders which recommends candidates to the congregation. After being accepted by vote of the congregation, new members shall be welcomed at a public worship service.

Baptized children of the congregation who have become confessing Christians may request confessing membership when they reach confirmation age. Only *confessing members* of the congregation who have reached (state age), the voting age determined by the local congregation, may vote at congregational business meetings. They shall not have membership in any secret society or other organization which in its official statements or rites assert that individuals are reconciled to God outside of Jesus Christ and His atonement.

2. Baptized children of the congregation.
Children baptized in the congregation and all baptized children of confessing members shall be designated *baptized children of the congregation*. This status continues until they reach the voting age determined by the congregation, or are accepted as confessing members of the congregation, whichever occurs first. Those not requesting adult membership shall become parishioners.

Article X – Parishioners

Baptized children of the congregation become parishioners upon reaching voting age if they have not been received as confessing members. In addition, the Board of Elders may include as parishioners those who wish to call this their congregational home. The Board of Elders may also remove the names of parishioners when they deem necessary or advisable.

Article XI – Property

All property of the congregation shall be deeded to the congregation itself and held in its corporate name. No property of the congregation shall be sold, leased or mortgaged or otherwise disposed of without the same having first been approved by a 2/3 vote of the members of the congregation who are in attendance at a regular business meeting or special business meeting of the congregation, which has been called for the specific consideration of the proposal. The secretary of the congregation and the chairman of the congregation shall certify in such conveyance, lease, or mortgage, that the same has been dully authorized and approved by the congregation.

Article XII – Dissolution

Upon dissolution of the congregational corporation or the winding down of its affairs, the assets of the corporation shall be distributed exclusively to an organization(s) which qualifies under the provisions of Section 501 (c) (3) of the Internal Revenue Code and its regulations as they now exist or as they may hereafter be amended, and in accordance with the following provision:

if a division should ever occur in this congregation, which God forbid, its properties and assets shall belong to that part of the congregation which abides by this constitution and remains faithful to the Statement of Faith as expressed in Article II – CONFESSIO OF FAITH, whether that part be in the majority or minority. In the event that this congregation is dissolved, the property shall be deeded over to the Church of the Lutheran Brethren of America. This paragraph is unalterable.

Article XIII – Amendments

- A. This constitution may be amended at an annual meeting of the congregation, provided:
1. The amendment does not conflict with Article II, CONFESSIO OF FAITH, OR ARTICLE IV, MISSION STATEMENT.
 2. The amendment is first affirmed by a majority of the Board of Elders. Any confessing member of voting age may propose amendments to the constitution. They must be submitted in writing to the Board of Elders not less than thirty (30) days prior to a congregational annual meeting. If the elders disapprove, a member can still have his/her proposal read before the congregational annual meeting, provided he/she submits a petition signed by no less than 10 voting members to the Board of Elders, meeting the time requirements above.
 3. A constitutional amendment must be read at a previous congregational annual meeting before considering it for adoption.
- B. The by-laws of this constitution may be amended, provided:
1. The amendment does not conflict with Article II, CONFESSIO OF FAITH, OR ARTICLE IV, MISSION STATEMENT.

2. The amendment is first affirmed by a majority of the Board of Elders. Any confessing member of voting age may propose amendments to the by-laws of the constitution. They must be submitted in writing to the Board of Elders not less than thirty (30) days prior to a congregational annual meeting. If the elders disapprove, a member can still have his/her proposal read before the congregational annual meeting, provided he/she submits a petition signed by no less than 10 voting members to the Board of Elders, meeting the time requirements above.
3. The amendment must be read either at a previous quarterly meeting or annual meeting.
4. The amendment is approved by a two thirds $2/3$ vote of the congregation at its duly convened business meeting.

C. Article XII of this constitution shall be unalterable.

BY-LAWS TO THE CONSTITUTION

Article I – Church Management

A. Pastor

The voting membership is responsible for calling all pastors who will shepherd them. All candidates will be recommended to the congregation by the Call Committee. The Call Committee shall be composed of the Board of Elders and at least additional members of the congregation selected by the Board of Elders. The chairman of the congregation shall serve as the chairman of the Call Committee. The Call Committee shall evaluate the needs of the congregation in the light of its mission statement and goals. In consultation with the district and/or synodical president, it shall seek to find candidates for the congregation's consideration. The Call Committee shall arrange for candidate visits in accordance with budgetary allowances, interview the candidates, prepare the compensation package and present their recommendations to the congregation for decision. The Call Committee shall prepare the Letter of Call which shall be signed by the congregational chairman and secretary.

A pastor must receive a $2/3$ vote of approval by the congregational business meeting.

The pastor shall conduct himself and his ministry according to the guidelines set forth in the synodical policy statement entitled, "Clergy Congregational Relations."

The pastor shall follow the Order of Service provided in the "**Ministerial Acts**" book for special services such as baptisms, communions, marriages, funerals, installations, dedications, reception of new members, etc.

The dismissal of a pastor shall take place at a special business meeting of the congregation upon the recommendation of the Board of Elders, and with a congregational vote of 2/3 approving his dismissal. When a pastor's time of service is terminated by this congregation, he shall be provided his current compensation package for a period of three months or until he is placed in another call if that occurs before the three month period is completed. If he is living in a parsonage he is entitled to remain in the parsonage for up to three months or receive an equivalent housing allowance.

The resignation of a pastor may be accepted by the congregation by a simple majority vote. The pastor shall remain in office as long thereafter as both the pastor and the congregation find it desirable, but normally his departure from the congregation shall take place within a negotiated period of time from one to three months.

B. Board of Elders: Pastor and Elders shall additionally:

Determine the date and time for the annual meeting and all special business or informational meetings.

Elections and other matters of primary importance shall be considered by the Board of Elders before being brought to the business meeting of the congregation for discussion and final decision.

When the Board of Elders needs to consider matters which pertain to the temporal affairs of the church, the Board of Deacons and/or the Board of Trustees may participate in the meeting with the privilege of discussing and voting.

Maintain membership roster of the congregation and will be responsible to annually review the roster.

Handle all cases of church discipline according to Holy Scripture set forth in Matthew 18:15-17, 1 Corinthians 5:1-5, 1 Timothy 5:20.

An elder who violates the responsibility of his office may be removed from office by applying the following procedure. An elder or other member of the congregation must bring the charge before the entire Elder Board, which will carefully review its validity. The elder in question must be allowed to answer the charge in person before the board, but will leave the room for the discussion and final vote. If by a majority vote, the board concurs with the charge, the elder shall forfeit his position and duties, or at his discretion be allowed to gracefully resign. If the elder feels he has been unfairly treated, he may request that the matter be referred to a congregational meeting for a vote. The congregation may remove the elder from office when 2/3 of the voting membership present at the meeting approve his removal. (see Article VI, Part C, #2,3 of the Constitution.)

Article II – Committees

A. Trustee Committee:

1. This committee shall consist of at least 3 persons elected by the congregation for a term of 2 years, and including the Pastor and another member of the Board of Elders in its voting membership, appointed to this committee by the Board of Elders.
2. Manage the financial affairs of the congregation on behalf of the Board of Elders, and submit reports to the Board of Elders of all business meetings.
3. Manage the day to day business of all real and personal properties belonging to the congregation.
4. Transact all other business of the congregation assigned it by the congregational meeting or by the Board of Elders.
5. Maintain the internal and external appearance of all congregational property and buildings in good condition.
6. Seek volunteers and/or employ necessary custodial employees to maintain congregational property.
7. Submit annually an itemized proposed budget of anticipated expenditures for the coming year to the congregational Planning Committee.

B. Christian Education Committee: This committee shall:

1. Include the Pastor and another member of the Board of Elders in its voting membership, appointed to this committee by the Board of Elders.
2. Provide, promote, encourage, maintain, and supervise sound Christian education and Christian growth in the congregation for all age levels, in all educational agencies and organizations of the congregation.
3. Set objectives for every age level, for training in Christian knowledge, attitudes and abilities, such as Bible use, witnessing, prayer, discipling, tithing, and family living.
4. Appoint, with the approval of the Board of Elders, and as the needs of the congregation determine, a Sunday School superintendent to oversee the operations of the Sunday School.
5. Prepare a job description for the office of Sunday School superintendent, stating areas of responsibility. The Sunday School superintendent shall be accountable to the Christian Education Committee, and shall serve as an ex-officio member of the committee.
6. Select, or supervise the selection, in conjunction with the Board of Elders, curricula, tests, and other educational materials to be used by the various agencies of the congregation.
7. Strive for and promote cooperation among educational agencies so that the educational activities of each will supplement all others to the greatest possible degree.
8. Appoint, supervise, and provide training for the administrative and teaching staffs of the Sunday School, VBS staff, etc.
9. Encourage the strengthening of the Christian home, and equip parents and children for Christian living, especially through the use of daily family devotions.
10. Help members of the congregation become better equipped for the work of the Lord by encouraging participation in available Christian training programs both inside and outside the congregation.
11. Submit annually an itemized proposed budget of expenditures and an annual ministry plan to support the requested expenditures for the coming year to the Congregational Planning Committee.

C. Church Growth Committee: This Committee shall:

1. Work with the Board of Elders and with each committee and officer of the congregation to ensure that the congregation is structured for “church growth.”
2. Search for and identify those needs and opportunities of the local community to which the congregation may respond in outreach.
3. Assist the Board of Elders to establish faith goals for the congregation.
4. Recruit, train, develop and utilize “Class II Leaders” in the congregation. *Class II leaders are those members whose energies are primarily directed to serving and evangelizing non-Christians.*
5. See to it that new members are lovingly integrated into the life and work of the congregation.
6. Inform the community of the mission and message of the congregation and strive to develop a productive climate for “Church Growth.” It will constantly seek to create a favorable image of the congregation in the community, utilizing all available communication media, including mass mailings, TV, radio spots, and newspaper advertisements, and other creative approaches available to the congregation for fulfilling the communication task to the community.
7. Submit annually an itemized proposed budget of anticipated expenditures and an annual ministry plan to support the requested expenditures for the coming year to the Congregational Planning Committee.

D. Community Action Committee: This Committee shall:

1. Work with the Board of Elders and continually review social issues of pressing concern to the believer (locally, state-wide and nationally), *believing that the Christian Church is the “Salt” or moral preservative of the earth (Matthew 5:13)*, and assess how this congregation can make an impact in the world.

2. Watch carefully that any group action taken by the congregation will be thoroughly scriptural, legal and carried out decently and in order.
 3. Submit annually an itemized proposed budget of anticipated expenditures and a ministry plan to support the requested expenditures for the coming year to the Congregational Planning Committee.
- E. Evangelism Committee: This Committee shall:
1. Develop, promote and supervise a continuing program of soul-winning with activities suited for all congregational age groups. This committee, together with the Board of Elders, shall provide the leadership for this program and shall recruit and train lay helpers from the congregation to carry it out.
 2. Become informed and maintain an approximate record of the presence of persons in the community who are without Christ, and develop and maintain as close contact as possible with these individuals. This committee shall organize and lead periodic religious and community need surveys and conduct demographic studies of the community for the purpose of searching for the lost.
 3. Maintain a list of visitors at worship services and special events of the congregation, by use of guest register, visitor cards, etc., and have in place a program for the prompt contact of each visitor.
 4. Maintain a list of prospective members, visit each of these persons frequently and encourage them to be discipled, join the congregation, and become a part of its work for Christ.
 5. Assist the pastor and elders in instruction classes in soul winning.
 6. Submit annually an itemized proposed budget of anticipated expenditures and a ministry plan to support the expenditures for the coming year to the Congregational Planning Committee.

F. Youth Committee: This Committee shall:

1. Work with the Board of Elders to organize, supervise and encourage appropriate activities in order to foster the spiritual growth of and provide Christian opportunities for the youth of the congregation. The initiation and oversight of discipling activities among the youth will be a paramount duty.
2. Encourage attendance at Sunday School or Bible study classes and participation in other available Christian educational activities for the youth, college and singles of the congregation.
3. Maintain contact with members of the congregation who are attending colleges or universities away from the local area, and see their spiritual needs.
4. As the needs of the congregation determine, appoint with the approval of the Board of Elders and Christian Education Committee, counselors and teachers for high school youth and young adults.
5. Submit annually an itemized proposed budget of anticipated expenditures and a ministry plan to support the expenditures for the coming year to the Congregational Planning Committee.

G. Discipleship Committee: This Committee shall:

1. Hold regular discipleship training classes so that all new and veteran disciples are spiritually nourished, made aware of their duties and given an outlet for the free exchange of experiences and ideas. These classes are to be ongoing and well-prepared.
2. Work closely with the Board of Elders, and be responsible for seeing that every member of the congregation has an opportunity to be discipled by a mature Christian within the congregation, and certify their completion of the same. Accurate records are to be maintained of those who have and have not been discipled. A list will be maintained of available disciplers.
3. Submit annually an itemized proposed budget of anticipated expenditures and a ministry plan to support the expenditures for the coming year to the Congregational Planning Committee.

H. Deacon and Deaconess Committee: This Committee shall:

1. Be composed of as many husband and wife teams and single adults as the Board of Elders shall deem necessary. Candidates for this committee shall be selected on the basis of the Biblical qualifications included in I Timothy 3:8-16 and Acts 6:3-8.
2. Give particular attention to the ministries of love and mercy to the sick, aged, grieving, and those with special needs. It shall keep the congregation informed concerning these needs and help to channel assistance to those in need.
3. Promote an atmosphere of warmth, friendliness and concern within the congregation which shall include all who visit or associate with the congregation. It shall provide for such other ministries of service as the Board of Elders may from time to time assign to it.
4. Submit annually an itemized proposed budget of anticipated expenditures and a ministry plan to support the expenditures for the coming year to the Congregational Planning Committee.

I. Nominating Committee

The congregation shall elect a Nominating Committee each year. The Nominating Committee shall be composed of The Board of Elders, and two members elected at large at the annual meeting. This committee shall present a slate of candidates for each elective office (with the exception of the election of elders, whose nominations will be made by the Board of Elders) which must be filled at the annual meeting.

Note: Nominations for any position must be given in writing to the Nomination Committee at least two weeks prior to the election date.

There shall be no nominations from the floor.

J. Auditing Committee

The congregation shall elect two persons from the fellowship to serve as an Auditing Committee in preparation for the following annual meeting. To this committee the treasurer of the congregation shall provide access to all financial books, statements of income and disbursements, in order that the Auditing Committee may submit a report to the Annual Meeting verifying the financial state of the congregation.

K. Additional Committees

When additional committees are established by the congregation, the name, description of task, and the manner in which that task will be conducted, shall be included in Article II of the by-laws.

Article III – Meetings

A. Worship Services

The pastor shall work with the Elders, and be responsible for coordinated the worship life of the congregation. A Worship Committee may be appointed to assist in planning.

B. Annual Congregational Business Meeting

An annual business meeting of the congregation shall be held during the months of January or February. Each annual meeting shall be announced at the worship service on two Sundays preceding the date of the meeting.

Only confessing members who have attained voting age shall be eligible to vote at this meeting. However, all parishioners of the congregation are also to be encouraged to attend and may be given speaking rights by vote of the congregation.

At the annual meeting, the officers and committee members of the congregation shall be elected, the budget set, and the annual congregational ministry plan approved. Reports from the officers, Board of Elders and committees shall be presented.

C. Quarterly Business Meetings

Business meetings, other than the annual meeting, shall be held quarterly or as deemed necessary by the Board of Elders. A quarterly or special business meeting shall be announced on the preceding Sunday prior to the meeting. The business meetings are to be conducted in a brotherly spirit, and according to Robert's Rule of Order. At any business session, no one shall bring forth another's mistakes or shortcomings or anything of a personal nature that would disturb the spirit of brotherliness.

D. Quorum

A quorum of twenty-five percent of the resident members is required at every business meeting of the congregation in order to transact legal business. However, when the congregation meets for its annual meeting, or for purposes of calling or dismissing a pastor, or for the sale or purchase of property, the necessary quorum of resident members shall be fifty percent.

Article IV – Limits to Expenditures

Non-budgeted expenditures, such as unforeseen repairs or replacements, special opportunities, shall be approved by the Board of Elders. Expenditures exceeding \$1,000.00 must be approved by the congregation.

Article V – Fundraising

In accordance with a strong Biblical mandate brought forth in the scriptures, the funding of our church should be supplied by our offerings and tithes. The use of “fund raiser” is encouraged only as a source of extra income for missions and outreach ministry to others and not for the benefit of the congregation itself or its property. We further affirm that if we as a congregation will tithe as we are called by God’s word to do, He will provide the increase.

AMENDMENT TO THE CONSTITUTION –
SUNDAY, MARCH 11, 2001

At our Annual Meeting held on Sunday, March 11, 2001
Cory Fronk made a motion to amend our constitution
(see page 21, Article III-Meetings, B. Annual Congregational Business Meeting)
To read-

An annual business meeting of the congregation shall be held during the months of January or February. Each annual meeting shall be announced at the worship service on two Sundays preceding the date of the meeting. It was decided by the Board of Elders that we would try to hold our Annual Meeting *annually on the first Sunday in February*. In the event it would need to be postponed due to the weather, it would then be held on the following Sunday.

Nancy Phelan seconded that motion and the motion carried by a unanimous voice vote.