

Calvary Memorial Church Constitution

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**CONSTITUTION
BY-LAWS OF CALVARY MEMORIAL CHURCH**

NAME

The name of this organization shall be Calvary Memorial Church of Oak Park, Illinois (Calvary Memorial Church).

COVENANT

Having been brought by divine grace to embrace the Lord Jesus Christ and to give ourselves wholly to Him, we do now solemnly and joyfully covenant with each other to walk together in Him with brotherly love to His glory as our common Lord.

We do, therefore, in His strength promise:

That we will commit to private and family worship and conscientiously train our children and bring them up in the nurture and admonition of the Lord;

That we will be careful to encourage each other in the faith and service of our Lord Jesus Christ;

That as we are the light of the world and the salt of the earth, we will seek God's help to enable us to deny ungodliness and every worldly lust and to walk circumspectly in the world that we may win the souls of many;

That we will cheerfully contribute of our means, as God has prospered us, for the support of a faithful and evangelical ministry among us, for the benefit of the poor, and for the spread of the gospel over all the earth;

That we will in all conditions, even unto death, strive to live to the glory of Him who has called us out of darkness into His marvelous light.

“May the God of peace, who through the blood of the eternal covenant brought back from the dead our Lord Jesus, that great Shepherd of the sheep, equip you with everything good for doing his will, and may he work in us what is pleasing to him, through Jesus Christ, to whom be glory for ever and ever. Amen.” Hebrews 13:20-21

ARTICLE I — Articles of Faith

The Articles of Faith express the basic theological beliefs of Calvary Memorial Church. They represent the teaching position of this church and are the basis for the theological qualification of our pastor, pastoral staff, elders, deacons, Sunday School teachers, and the missionaries supported by this church.

A. The Scriptures

We believe that the Scriptures, both Old and New Testaments, are the inspired Word of God and are therefore without error in the original writings. We further believe that this inspiration is not in different degrees, but extends equally and fully to all parts of the Bible: historical, poetical, doctrinal and prophetic. We, therefore, believe in the absolute authority of the Bible in all matters of faith and practice. John 10:35; II Timothy 3:16, 17; II Peter 1:21.

B. The True God

We believe in one living and true God who is the Creator of heaven and earth; who is eternal, almighty, unchangeable, infinitely powerful, wise, just and holy.

We believe that the one God eternally exists in three Persons: the Father, the Son, and the Holy Spirit; and that these three are one God, co-equal and co-eternal, having precisely the same nature and attributes, and worthy of precisely the same worship, confidence, and obedience. Matthew 3:16, 17; Matthew 28:19, 20; Mark 12:29; John 1:14; Acts 5:3, 4; II Corinthians 13:14.

C. God the Father

We believe in God the Father, Creator and Sustainer of all things, perfect in holiness, wisdom, power and love. We believe that He concerns Himself mercifully in the affairs of men; that He hears and answers prayer; that He sent His Son into the world; that He saves from sin and death all who come to Him through His Son, the Lord Jesus Christ. Genesis 1:1; Psalms 7:9; Matthew 5:48; John 3:16; Acts 13:17-25; Acts 14:15-17; Acts 17:24-28.

D. The Person and Work of Jesus Christ

We believe in the deity of Jesus Christ, that He was conceived of the Holy Spirit, born of the Virgin Mary, lived a sinless life, and is fully God and fully Man. We believe that our redemption has been accomplished solely by the blood of our Lord Jesus Christ, who was made to be sin, and made a curse for us, dying in our place that we might be forgiven. We believe that He died not only for our sins, but also for the sins of the entire world. We believe that He was raised from the dead in bodily form and that He ascended into heaven, where He sits at the right hand of God the Father interceding for us.

We believe in the personal, bodily, imminent and premillennial return of our Lord Jesus Christ for His Church and His subsequent millennial reign over restored Israel and the kingdoms of the world. Luke 1:30-35; 2:7; John 1:1-4; Romans 9-11; Philippians 2:5-11; Colossians 1:13-19; Hebrews 1:1-3; I Peter 3:18; I Corinthians 15:3-7; Hebrews 7:25; Acts 1:11, 15:14-17; I Thessalonians 4:13-18; I John 2:2.

E. The Holy Spirit

We believe that the Holy Spirit is not merely an influence, but a divine Person; that He is the source and power of all acceptable worship and service and is our abiding Counselor and Helper. We believe that the baptism of the Holy Spirit occurs at the moment of conversion and is that act whereby believers are united with Christ as part of His body; that the Holy Spirit permanently indwells all believers in Christ; that He will never depart from the Church nor from the weakest believer; that by His indwelling the believer is enabled to live a godly life. John 14:16,17; 16:13-15; Acts 1:8; 5:3,4; Romans 8:9; I Corinthians 6:19; 12:13; Galatians 5:22,23.

F. The Fall of Man

We believe that man, although created as an innocent being in the image of God, fell from his high and holy estate through Adam's act of disobedience. As a result, sin entered the human race,

leaving mankind subject to the wrath of God, spiritually dead, inherently corrupt, and incapable of pleasing God apart from a work of divine grace. Thus all men are hopelessly lost apart from the salvation which is in the Lord Jesus Christ. Genesis 1:27; 3:6-24; Romans 5:12, 19; Ephesians 2:13; Romans 3:8-18.

G. The Way of Salvation

We believe that, due to universal death through sin, no one can enter the kingdom of God unless born again; that salvation is only by grace through faith in the shed blood of Jesus Christ, and that all who receive the Lord Jesus Christ through faith are declared righteous by God and thereby become children of God.

We believe the Scriptures teach that regeneration, or the new birth, is that act of God by which the Holy Spirit imparts a new nature and a new spiritual life, not before possessed, and the person becomes a new creation in Christ Jesus. The mind is given a holy disposition and a new desire to serve God, the dominion of sin broken, and the heart transformed from a love of sin and self to a love of holiness and God.

As the believer walks in the power of the Holy Spirit, these new realities become evident in a life characterized by holiness, compassion and zeal. Ephesians 2:1-10; John 14:6; Acts 4:12; Hebrews 9:22; John 3:1-18; II Corinthians 5:17; I Peter 1:18, 19.

H. The Church

We believe the true Church of Jesus Christ had its historical beginning at Pentecost, that it is composed of all true believers in Jesus Christ, is the body and bride of our Lord, and is distinct from Israel.

We believe that since there is spiritual unity of all believers in Jesus Christ, it is our duty to love one another fervently, endeavoring at all times to keep the unity of the Spirit in the bond of peace.

We believe that the purpose of the church in the world is to glorify God through worship, prayer, teaching of the Word, observance of the ordinances, fellowship, the exercise of our gifts and talents, and the proclamation of the gospel both in our community and throughout the world. Acts 2:1, 41-47; Romans 12:5; I Corinthians 12:12, 13; I Corinthians 10:32; Ephesians 1:22, 23; 4:3-6; Colossians 1:18; Colossians 3:14-15.

I. The Ordinances

We believe the ordinances of the Church are two in number and constitute a scriptural means of public testimony for the church in this age. One is that of believer's baptism in the name of the Father, Son and Holy Spirit; and the other is the Lord's Supper. Matthew 26:27-30; I Corinthians 11:23-30; Matthew 28:19; Acts 16:30-33.

J. Marriage and Family

We believe that marriage was ordained by God at creation as the sacred union of one man and one woman. All sexual relations must therefore be reserved for that union. Christian marriage is a representation of Christ's relationship to His church. We also believe that children are a blessing from the Lord. Thus all human life is sacred and worthy of protection from the moment

of conception. Genesis 1:26-28; 2:24; Psalm 127 & 128; 139:13-16; Matthew 19:1-10; I Corinthians 6:9-11; Ephesians 5:22-33; Hebrew 13:4.

K. The Security of the Believer

We believe that those who have by faith trusted Jesus Christ as Lord and Savior are eternally secure and can never lose their salvation. We further believe it is the privilege of all believers to be assured of their salvation; that this assurance rests not in themselves, but in the promises of God; that the Scriptures teach that such as are truly regenerate, being born of the Spirit, will not utterly fall away and finally perish, but are kept by the power of God unto the day of salvation. We also believe that the doctrine of eternal security should lead to a life of love, gratitude and obedience to God. John 6:39; 10:27-29; Philippians 1:6; I Peter 1:3-5; I John 2:19; Romans 11:29.

L. Sanctification

We believe the Scriptures teach that sanctification is the means by which, according to the will of God, we are made partakers of His holiness and that, as we practice our faith and walk in the power of the Holy Spirit, the fruit of the Spirit is manifested in our lives. Galatians 5:22, 23; Colossians 3:8-12; II Corinthians 3:18; John 17:17; I Peter 3:18; I Thessalonians 3:12, 13; Ephesians 5:26; I Timothy 4:5; Hebrews 10:25.

M. Future Reward and Punishment

We believe that at the moment of death, believers pass immediately into the presence of Christ and remain there in joyful fellowship with Him until the resurrection of the body at His second coming, after which they will be forever with the Lord in glory. We also believe that at the moment of death, the unsaved descend to Hell where they are kept under punishment until their bodies are raised at the final judgment, after which they will suffer everlasting conscious punishment separated from the presence of the Lord. Acts 17:31; Matthew 25:31-46; II Corinthians 5:8; Philippians 1:23; Revelation 20:11-15; John 14:1-3; 3:16; II Thessalonians 1:7-10; Revelation 21:1-5.

ARTICLE II — Ordinances

We believe the Scriptures teach that there are two ordinances to be observed by the local church: believer's baptism and the Lord's Supper.

A. Baptism

Believer's baptism, as taught in Scripture, is an outward profession of faith by one who has accepted Jesus Christ as Savior and Lord. Matthew 3:6, 13-16; Matthew 28:19; John 4:1, 2; Acts 9:36-38; Acts 22:16.

Baptism shall be by immersion and shall be administered at such times as shall be arranged by the pastoral staff and Elders. Since baptism is not to be entered into lightly, a committee

appointed by the Board of Elders shall interview each person seeking to be baptized and shall determine his or her readiness for baptism.

B. The Lord's Supper

The Lord's Supper, as taught in Scripture, is a remembrance of the atoning death of Jesus Christ, a promise of His imminent return and a time for serious self-examination by the individual believer. Mark 14:22-24; I Corinthians 10:16, 17; I Corinthians 11:23-26.

The Lord's Supper shall be observed monthly in a Sunday service and at such other times as determined by the pastoral staff and Elders. Since it is not to be entered into lightly, only believers shall be encouraged to purposefully partake in the Lord's Supper.

Those appointed by the Board of Elders will serve the Lord's Supper.

ARTICLE III — Membership

A. Eligibility

To be eligible for Membership in Calvary Memorial Church, one:

1. must have accepted the Lord Jesus Christ as Savior;
2. must be at least twelve (12) years old;
3. must accept the Articles of Faith as the teaching position of Calvary Memorial Church and must be willing to submit themselves to such;
4. must be willing to support and submit to the rules of church government as set forth in this constitution;
5. must be willing to support this church by faithful attendance and prayer, regular Bible reading, regular financial support, prayerful consideration of any request to serve, and through a willingness to be accountable to church leadership;
6. must complete the Membership procedure and be recommended for Membership by a committee appointed by the Board of Elders. Final approval for Membership must be by a majority vote of the Board of Elders.

B. Procedure

1. A person desiring to unite with this church shall:
 - (a) attend a Membership Class conducted by the Elders and pastoral staff, which shall teach:
 - (1) the Articles of Faith;
 - (2) this Constitution; and
 - (3) principles of Membership;
 - (b) submit an Application for Membership to a member of the pastoral staff or an Elder;
 - (c) subscribe in writing to the Articles of Faith and Church Covenant;
 - (d) meet with one or more members of the Elders' Membership Committee and give testimony of their conversion and Christian experience.
2. Acceptance into the membership of Calvary Memorial Church shall be by approval of the Board of Elders.

3. New Members shall be introduced to the congregation at a Sunday worship service.

C. Types of Membership

1. Membership

Persons accepted into membership in accordance with the above procedures and who are at least eighteen years of age are considered voting Members. Only voting Members can hold church office. (See Article IV)

2. Associate Membership

This category of Membership is designed to allow affiliation with Calvary Memorial Church while retaining Membership in another church. It shall be limited to missionaries who are supported by Calvary Memorial Church and persons who intend to remain in the area for only a short time. Applicants for Associate Membership must complete the same requirements as those applying for regular Membership. Associate Members shall be entitled to vote, but not to hold office. (See Article IV)

3. Inactive Membership

Any Member who does not attend church services and who, in the discretion of the Board of Elders, shows no interest in the church for a period of one year, and who gives no positive response to an inquiry of the Board of Elders within three months regarding such lack of interest shall automatically be transferred to the Inactive List. Members on the Inactive List are not eligible to vote or hold office. They may be transferred back to active Membership status by making request of and being approved by the Board of Elders.

D. Termination of Membership

Membership in Calvary Memorial Church will be terminated on the following bases:

1. personal written request by the Member;
2. transfer of Membership to another church (except as provided under Article III, par. C. 2. "Associate Membership");
3. death of the Member;
4. Member remaining on the Inactive List for a period of one year;
5. Church discipline of the Member. (See ARTICLE VII)

ARTICLE IV—Government

The government of this Church is vested in its Membership and shall be administered through a Board of Elders ("Elders"): men chosen from, elected by, and responsible to the Membership.

Elders shall have the responsibility for the general oversight of the local church in all its various areas and ministries. Deacons/Deaconesses serve the church by filling particular areas of need that will assist and enable the Elders to perform their biblical responsibilities. Under the oversight of the Elders, Deacons/Deaconesses provide direct leadership to a wide variety of

ministry areas. Deacons/Deaconesses are men and women, chosen from and elected by the Membership and are responsible to both the Membership and the Board of Elders.

The ministerial staff, under the direction of the Senior Pastor, shall be responsible for the day-to-day operation of the church, including administration of specific ministry programs. They shall work with Elders and Deacons/Deaconesses to provide leadership and vision for the entire congregation. The ministerial staff is charged with identifying and equipping lay leaders for effective ministry in the local church.

While the church is a spiritual organism, this church shall be constituted as an entity in the legal environment as a not-for-profit corporation incorporated under the Illinois General Not For Profit Corporation Act of 1986, and as further amended. The Board of Elders shall serve as the Directors of this corporation and be vested with that authority pursuant to that Act.

Section I - Elders

A. Biblical Role

I Peter 5:1-4

“To the Elders among you, I appeal as a fellow Elder, a witness of Christ's sufferings and one who also will share in the glory to be revealed: Be shepherds of God's flock that is under your care, serving as overseers—not because you must, but because you are willing, as God wants you to be; not greedy for money, but eager to serve; not lording it over those entrusted to you, but being examples to the flock. And when the Chief Shepherd appears, you will receive the crown of glory that will never fade away.”

1. Shepherd the Flock (I Peter 5:2)

Serving in all humility, Elders are to guide, direct, guard and protect the members of the body, seeking to meet their needs, assisting in any way possible, warning against harmful influences and guarding against false teachers. Elders should frequently visit the members of the body.

2. Lead Through Example (I Peter 5:3)

Elders are to provide a Scriptural role model and are to set a pattern before the flock of a rightly ordered life—with a single purpose: to glorify God.

3. Teach and Exhort (I Timothy 3:2)

Elders are to see that the flock is fed through insightful and accurate Biblical instruction and admonition.

4. Refute Those Who Contradict Truth (Titus 1:9)

Elders are to confront those who teach doctrine contrary to the Articles of Faith or who continue in a pattern of behavior contradictory to Biblical truth. Thus, Elders are to guard against the strategies of Satan, so that the truth of Christ will remain credible to both the congregation and the community.

5. Oversee the Church of God (Acts 20:28)

Elders are to oversee the life of the church, with the assistance of Deacons/Deaconesses and other godly leaders. They must be people who can provide proper care for God's church.

6. Pray for the Sick (James 5:14-15)

Elders are to visit the sick and to pray for the spiritual and physical well-being of Members of the congregation.

B. Qualifications

1. Biblical

I Timothy 3:2-7

“Now the overseer must be above reproach, the husband of but one wife, temperate, self-controlled, respectable, hospitable, able to teach, not given to drunkenness, not violent but gentle, not quarrelsome, not a lover of money. He must manage his own family well and see that his children obey him with proper respect. (If anyone does not know how to manage his own family, how can he take care of God's church?). He must not be a recent convert, or he may become conceited and fall under the same judgment as the devil. He must also have a good reputation with outsiders, so that he will not fall into disgrace and into the devil's trap.”

Titus 1:6-9

“An Elder must be blameless, the husband of but one wife, a man whose children believe and are not open to the charge of being wild and disobedient. Since an overseer is entrusted with God's work, he must be blameless -- not overbearing, not quick-tempered, not given to drunkenness, not violent, not pursuing dishonest gain. Rather, he must be hospitable, one who loves what is good, who is self-controlled, upright, holy and disciplined. He must hold firmly to the trustworthy message as it has been taught, so that he can encourage others by sound doctrine and refute those who oppose it.”

2. Personal

- a. Must be men whose lives clearly demonstrate conformity to the Biblical guidelines found in I Timothy 3:2-7 and Titus 1:6-9.
- b. Must be a voting member of Calvary Memorial Church.
- c. Must have demonstrated an active involvement in the ministry of Calvary Memorial Church while a regular attender and/or Member.
- d. Must be able and willing to wholeheartedly, without any mental reservation, endorse, defend, and abide by the Articles of Faith of Calvary Memorial Church.

C. Responsibilities

1. The Board of Elders, both individually and collectively shall serve the church by fulfilling the biblical roles described in ARTICLE IV, Section I, par. A.
2. The Board of Elders shall have general oversight of Members and organizations within the church and of relationships with other churches and organizations outside the church.
3. The Board of Elders shall provide oversight for the Senior Pastor, the ministerial staff and the Deacons/Deaconesses, and the corporate body of the church.
4. The Board of Elders shall be responsible to establish designated areas of ministry as required to carry on the overall functions and mission of the church. Leadership of these various ministry areas shall be provided by the ministerial staff and/or by the

Deacons/Deaconesses. The Board of Elders shall be required to define the scope of each designated area of ministry.

5. The Chairman, Assistant Chairman, and Secretary (other than the Senior Pastor) of the Board of Elders shall be elected at the beginning of each fiscal year by majority vote of the Board of Elders. The Chairman shall Chair all Board meetings and congregational meetings. The Assistant Chairman or other officer as necessary, shall serve in the absence of the Chairman.
6. In order to conduct business, the quorum requirement for the Board of Elders shall be a simple majority.
7. The Board of Elders, with the consultation of the staff and/or Deacon/Deaconess for each designated area of ministry, shall prepare a budget for presentation to the Membership for approval.
8. In accordance with state law, the Board of Elders shall have ultimate responsibility over all legal and fiscal affairs of the church, except that it shall not encumber the church with (1) loans, or (2) transfer, sale or purchase of real estate except by authorization conveyed through a two-thirds (2/3) majority vote of the voting Members present at a constitutionally-called business meeting. (See ARTICLE VIII and ARTICLE IX for other decisions requiring Membership approval).

D. Selection

1. The Board of Elders will consist of a minimum number of 8 and a maximum number of 12 Elders, plus the Senior Pastor.
2. As limited above, the Board of Elders may be expanded or decreased in number as the Elders determine the need; any such change in number must be approved by the Membership at the annual election. (ARTICLE IV, Section VI, Par. A).
3. Candidates for the position of Elder shall be selected by the Nominating Committee (ARTICLE IV, Section V, Par. A). In the event that the number of candidates slated exceeds the number of open Elder positions, the candidates receiving the greatest number of votes shall be elected. In the case that the number of candidates nominated equals or is less than the number of open Elder positions, each candidate must receive a two thirds (2/3) majority vote of the voting Members present at the annual election.
4. The term of service for an Elder shall be three (3) years. An Elder may serve two (2) consecutive terms after which he will be required to take a one (1) year sabbatical leave from any elected church office.
5. One-third of the Elder Board shall be elected each year.
6. In the event that a vacancy occurs on the Board of Elders, the Nominating Committee may recommend an individual to fill out the remainder of the term subject to confirmation by a two-thirds (2/3) majority vote of the voting Members present at a specially-called business meeting.

Section II - Deacons/Deaconesses

A. Biblical Role

Acts 6:1-7

“In those days when the number of disciples was increasing, the Grecian Jews among them complained against those of the Aramaic-speaking community because their widows were being overlooked in the daily distribution of food. So the Twelve gathered all the disciples together and

said, It would not be right for us to neglect the ministry of the word of God in order to wait on tables. Brothers, choose seven men from among you who are known to be full of the Spirit and wisdom. We will turn this responsibility over to them and will give our attention to prayer and the ministry of the word. This proposal pleased the whole group. They chose Stephen, a man full of faith and of the Holy Spirit; also Philip, Procorun, Nicanor, Timon, Parmenas, and Nicolas from Antioch, a convert to Judaism. They presented these men to the apostles, who prayed and laid their hands on them. So the word of God spread. The number of disciples in Jerusalem increased rapidly, and a large number of priests became obedient to the faith.”

Deacons/Deaconesses shall serve under the supervision of the Elders, undertaking those areas of service necessary for the church's functioning that would otherwise prohibit the Elders and other leaders (pastor and staff) from performing their Biblical responsibilities. No specific, on-going roles for Deacons/Deaconesses are mentioned in Scripture, probably because service needs change, and so the role and number of Deacons/Deaconesses shall be flexible.

B. Qualifications

1. Biblical

I Timothy 3:8-12

“Deacons, likewise, must be men of dignity, not double-tongued, or addicted to much wine or fond of sordid gain, but holding to the mystery of the faith with a clear conscience. And let these also first be tested; then let them serve as deacons if they are beyond reproach. Women must likewise be dignified, not malicious gossips, but temperate, faithful in all things. Let deacons be husbands of only one wife, and good managers of their children and their own households.”

2. Personal

- a. Must be men or women whose lives clearly demonstrate conformity to Biblical guidelines.
- b. Must be a voting Member of Calvary Memorial Church.
- c. Must have demonstrated an active involvement in the ministry of Calvary Memorial Church while a regular attender and/or Member.
- d. Must be able and willing to wholeheartedly endorse and subscribe to the Articles of Faith of Calvary Memorial Church.

C. Responsibilities

1. Each Deacon/Deaconess shall be responsible for a designated area of ministry and shall be responsible to the Board of Elders and shall have the delegated authority from the Board of Elders to administer the activities of that ministry. Such activities shall include, but not be limited to, administering the budgeted finances and organizing and appointing committees to serve in that area of ministry.
2. Deacons/Deaconesses shall be required to submit budgets to the Board of Elders for their designated area of ministry. They will consult with the Board of Elders for finalization of these budgets.
3. Deacons/Deaconesses shall meet with the Board of Elders quarterly, and at such other times as requested by the Board of Elders, to review with the Board of Elders the activities of their designated area of ministry.

D. Selection

1. With biblical qualifications in mind, Members will be invited to submit names to the Board of Elders for the positions of Deacons/ Deaconesses at least six weeks prior to the November business meeting.
2. Candidates for the Deacon/Deaconess positions will be selected by the Board of Elders and must be ratified by a two thirds (2/3) majority vote of the voting Members present at the Annual Election.
3. The term of service for a Deacon/Deaconess position shall be two (2) years. A Deacon/Deaconess can serve three (3) consecutive terms and then will be required to take a one-year sabbatical leave from service as Deacon/Deaconess of that designated area of ministry. This shall not prevent a Deacon from consideration for election to the position of elder in the next year.
4. Any vacancies which may occur among the Deacons/Deaconesses during interim periods shall be filled as appointed by the Board of Elders. Such Deacon/Deaconess shall serve the remainder of that term of office.

Section III - Church Officers

The officers of the Corporation shall be, with the exception of the Treasurer, members of the Board of Elders (Directors of the Corporation); and shall consist of the following positions: Chairman, Assistant Chairman, Treasurer, and Secretary. These Officers shall be elected by majority vote of the Board of Elders annually for one year terms.

The Chairman shall serve as Chairman of the congregation Membership and the Board of Elders, and shall preside at the meetings of the Membership and the Board of Elders. In the Chairman's absence, the Assistant Chairman, or in his absence, such other Elder as may be appropriate, shall serve in his place. The Chairman shall have authority to sign legal documents on behalf of the Corporation with his signature properly attested by the Corporate Secretary (See Article IV, Section 1, Par. C, #8).

The Secretary shall keep records of the church business meetings, Board of Elders' meetings, and shall maintain a register of church Membership records. The Secretary shall have the authority to certify the Constitution and By-laws, Resolutions of the Members and Board of Elders and committees thereof, and other documents of the Corporation as true and correct copies thereof.

The Treasurer shall be appointed by the Board of Elders and shall be responsible for all church funds. The Treasurer shall keep accounts and records necessary to present a clear record of all transactions and shall prepare and present to the Board of Elders such reports at times as the Board of Elders may from time to time direct.

Section IV - Teachers/Leaders

We believe that the ministry of teaching God's Word is a high and holy calling. The Scriptures indicate that teaching is one of the most important spiritual gifts. Those who teach must demonstrate two primary characteristics: Diligence in studying the Word of God and faithfulness to impart its truths with accuracy, clarity and relevance. Because teachers will be judged more strictly, we believe that those who teach God's Word in the local church must meet higher standards in order to qualify as teachers. Romans 12:7; Ephesians 4:11; Galatians 2:20, 5:22, 23; II Timothy 2:15; James 3:1. Therefore,

1. Anyone preaching or teaching regularly in any ministry of the church is required to be a Member or Associate Member, or be approved by the Board of Elders.
2. All teachers and leaders shall read and understand the Church Covenant and commit to live a life consistent with the high standards described therein.
3. All teachers shall read and understand the Articles of Faith and shall commit to teach nothing contrary to them.

Section V - Committees

The following Committees will consist of Members only:

A. Nominating Committee

1. The Nominating Committee shall be responsible to nominate individuals for positions on the Board of Elders and Pulpit Committee (when necessary) and the Nominating Committee.
2. The Nominating Committee will consist of seven Members. These shall include: two from the Board of Elders; four elected by the Members; and the Senior Pastor.
3. The four Members from the Membership shall be elected from a slate of no more than eight candidates (generally representing the diversity of the Membership) submitted by the Nominating Committee. No more than half of these candidates may currently be serving as a Deacon/Deaconess. The four receiving the greatest number of votes shall be elected to the Nominating Committee.
4. With Biblical qualifications in mind, Members will be invited to submit names to the Nominating Committee for the positions of Elders at least six weeks prior to the November business meeting.
5. The Nominating Committee shall seek to nominate more than one candidate for any open position. Only candidates recommended by a two-thirds (2/3) majority vote of the Nominating Committee may be presented to the Membership for a vote. In the event that only one candidate consents to run, that candidate must receive a two-thirds (2/3) majority vote of the voting Members present at the Annual Election in order to be elected.
6. The Nominating Committee shall publicly post a list of its nominations for the offices to be filled one month prior to the November biannual business meeting. No nominations for elected offices will be received from the floor at the biannual business meeting.

B. Pulpit Committee

1. In case of the resignation, dismissal, or death of the Senior Pastor, a Pulpit Committee shall be appointed to seek pastoral candidates and arrange for pulpit supply for all services.
2. The Pulpit Committee shall consist of eight members, four from the Board of Elders and four elected from the Membership.
3. The four members would be elected at a special meeting of the Membership from a slate of no more than eight candidates submitted by the Nominating Committee. No more than half of these candidates could currently be serving as a Deacon/Deaconess.
4. The Chairman of the Board of Elders would serve as Chairman of the Pulpit Committee.
5. The procedure for calling a Senior Pastor would be as follows:
 - a. A Pulpit Committee shall be formed according to the guidelines outlined herein.
 - b. The Pulpit Committee shall interview and hear men who are likely candidates for Senior Pastor.

- c. Each candidate shall speak to the congregation at least once in order to be eligible for approval at a business meeting.
 - d. Only candidates recommended by a three-fourths (3/4) majority vote of the Pulpit Committee may be presented to the Membership for a vote.
 - e. A three-quarters (3/4) majority vote of the voting Members present at a constitutionally-called business meeting shall be necessary for a Pastor's election.
6. The Pulpit Committee selected (including its Chairman) shall serve until such time as a pastor is chosen, even though their term of office, as in the case of an Elder, might expire.

C. Auditing Committee

The Auditing Committee shall audit the accounts and records of all treasurers at least annually, and shall report to the Church the results of its audit at the first biannual business meeting. The Auditing Committee shall consist of three qualified Members not currently serving as Elders or Deacons/Deaconesses appointed by the Board of Elders from the church Membership.

Section VI - Membership Meetings

A. Business Meetings

The church fiscal year shall end on December 31. During the year, the church shall conduct at least two business meetings.

The first business meeting shall be held on such date in the first three months of the year as the Board of Elders may determine for the primary purposes of: accepting church financial reports for the preceding year; all audit reports; all written group reports; and a presentation by the Pastor and/or church leadership of their goals for the year ahead. The second business meeting shall be held on such date in November as the Board of Elders may determine for the purposes of, but not limited to, the selection of Elders, the election of Deacons/Deaconesses and the Nominating Committee, and the approval of the church budget for the next fiscal year.

B. Special Meetings

Special Business Meetings of the church Membership may be called by the Pastor, the Board of Elders, or by signed petition of no less than fifteen percent (15%) of the total Membership of the church.

C. Notice of Meetings

Notice of date, time and nature of business to be considered must be announced during the Sunday morning worship services for two Sundays prior to any business meeting, regular or special. Written announcements of the business meeting shall be posted in conspicuous places in the church no later than two Sundays prior to the meeting.

D. Presiding Officer

The Chairman of the Board of Elders shall preside at all business meetings. In the absence of the Chairman, the Assistant Chairman or other member of the Board of Elders shall preside.

E. Quorum

One-quarter of the voting Membership of the church as determined by the Secretary and presiding Elder shall constitute a quorum. No business shall be transacted without such a quorum being present.

F. Voting Privileges

Any Member or Associate Member who has attained the age of 18 shall be entitled to vote.

G. Rules

All meetings shall be conducted according to Robert's Rules of Order, latest revision.

ARTICLE V — Ministering Staff

A. Senior Pastor

1. The Senior Pastor shall be a godly man who will prayerfully expound the Word of God, do the work of an evangelist, faithfully watch with a shepherd's concern over the flock, and honestly counsel with the Elders of the church concerning the policies and ministry. He shall minister to the needs of the members. He shall be a member of the Board of Elders, the Executive Administrator, directing and coordinating the work of the church staff, and an ex-officio member of all committees. He shall automatically become a Member of Calvary Memorial Church upon his installation as Pastor.
2. The Senior Pastor shall serve for an indeterminate period of time. His term of office shall be concluded by his resignation, his dismissal by the church or by his death.
3. Each year by the end of May, the Board of Elders shall review the work of the Senior Pastor. This review is for the purpose of establishing a better Pastor/Church relationship. If, after discussion, the Board has interest in giving the church Membership the opportunity to have a vote of confidence in the Senior Pastor, the Board shall vote by ballot on a motion to bring the matter to the church Membership for a vote at a specially-called business meeting. The Senior Pastor shall be informed of the results of the vote immediately. If a majority of the Board of Elders favors a vote of confidence by the Membership, the Elders shall designate the time and meeting in which the vote shall be taken.
4. A vote of confidence may be called for by the Board of Elders or the Senior Pastor. Announcement of a meeting for the vote shall be made at least two Sundays prior to the date of the meeting. The Secretary shall immediately notify the Senior Pastor in writing of the results of the vote. If the Senior Pastor receives 50% or less of the votes cast by the voting Members present, he shall be required to submit a letter of resignation or be dismissed within thirty (30) days.

5. Although the principles of Christian Confrontation (See ARTICLE VII) are as applicable to the Senior Pastor as to any Member of the congregation, there are certain instances which, because of the position of Senior Pastor, need to be dealt with directly by the Board of Elders. These situations, involving accusations of misconduct or improper doctrine, must be first presented to the Board of Elders upon the written word of two or more witnesses. The Board shall investigate the accusation to determine its accuracy. Should the Senior Pastor be found to be in error or in need of discipline, the Board shall in love and humility admonish and counsel him. If the Board then thinks it necessary, it may institute a vote of confidence as provided above.

B. Assistants to the Senior Pastor

The Senior Pastor and the Elders shall determine when a need has arisen for a new staff position. The title, salary range and job description of positions to be filled by assistants to the Senior Pastor shall be established by a three-fourths (3/4) majority vote by the Board of Elders. All ministerial staff shall automatically become members upon installation. The Senior Pastor, in consultation with the Board of Elders, shall choose those individuals to fill all approved positions, both full- and part-time, to assist him in his ministry. An affirmative vote by three-fourths (3/4) of the Board of Elders shall constitute a call of such individuals. Such assistants may be dismissed by a two-thirds vote of the Board of Elders.

ARTICLE VI—Ordination

If, in the providence of God, Spirit-filled men feel called to preach the gospel and desire ordination:

1. They may submit a written application to the Board of Elders through the Senior Pastor.
2. Upon the approval of the Board of Elders, a council of ordained ministers shall be called to examine the qualifications of the candidate assisted by designated members of the Board of Elders.
3. With the recommendation of this ordination council, the Senior Pastor and Board of Elders shall proceed with the ordination process. Upon a two-thirds (2/3) majority vote of the Board of Elders, the Senior Pastor, such ordained ministers as he may choose and the Board of Elders shall proceed to ordain the candidate. A certificate of ordination shall be issued bearing the corporate seal of the church.
4. At their discretion, the Board of Elders may choose to license candidates for the ministry who wish to serve pending their ordination. This license, though temporary, shall have the same authority as ordination.

ARTICLE VII — Church Discipline

Responsibility and authority for discipline in this church shall be vested in the Board of Elders. This authority shall extend to matters of conduct or to the promotion of doctrinal positions which, in the judgment of the Elders, are so contrary to the Word of God as to threaten the well-being of the church or cause harm to its members or attenders.

The goal of discipline is the restoration of the individual(s) involved. The individual(s) shall first be dealt with as directed in Matthew 18:15-18. If this does not lead to restoration of fellowship, the Board of Elders may require a hearing with the individual(s) involved within three weeks of written notification by the Board of Elders. After a fair and impartial hearing, if the charges (in the judgment of the Elders) are proven true, the Elders may take disciplinary action which may include the following:

1. Suspension or termination of authority under an appointment to a committee, office or other function within the church;
2. Suspension of Membership privileges for a period of time;
3. Termination of Membership status;
4. Public excommunication.

In the event the accused refuses to meet with the Board of Elders, in the absence of extenuating circumstances, the Elders may take action on the basis of the evaluation of the evidence on hand.

Disciplinary action will require a three-fourths majority of the Board of Elders.

ARTICLE VIII — Finances

We believe that the Lord's work should be financed through the tithes and offerings of His people, given cheerfully, systematically and freely. Those who are the stewards of the given funds will handle them faithfully and diligently in their accounting and disbursement. Malachi 3:10; Luke 6:38; I Corinthians 4:2; I Corinthians 16:1,2; II Corinthians 9:7.

Any projects to be funded outside of the annual budget approved by the members must have the approval of the Board of Elders.

All receipts and expenditures for the preceding year are to be accounted for at the first biannual business meeting. In addition to the regular accounting required at that meeting, the Elders or Deacons/Deaconesses will respond to reasonable requests for financial information from any contributor.

The Board of Elders, with the consultation of the staff and/or Deacon/Deaconess for each designated area of ministry, shall prepare a budget for presentation to the Membership for approval. Approval of the annual budget shall be by a simple majority vote of the Members present at the annual election.

ARTICLE IX—Other Decisions Requiring Congregational Approval

Should the church deem it desirable or necessary to change its location, enlarge or extend its work, and in so doing, find it necessary to rent or erect buildings, purchase or mortgage property, or make major additions to the buildings, such action shall be authorized by a two-thirds (2/3) majority vote of the voting Members present at a constitutionally-called business meeting.

ARTICLE X — Amendments

While every effort has been made to include circumstances relevant to a vital, spiritual congregation, it is not possible to foresee all future necessities for consideration or revision.

Therefore, when a need for clarification arises, the Holy Scriptures are to be the basis for decision. As amendments are needed, they may be presented in writing through any member of the Board of Elders. When amendments are accepted or revised and approved, copies of the existing items and the proposed changes shall be publicly posted at least two weeks prior to any regularly called meeting of the Membership and attention directed to them in the Sunday morning services preceding the meeting.

A two-thirds majority vote of the voting Members present at such meeting shall constitute adoption of the proposed amendment.