

CONSTITUTION of EAST BAY CALVARY CHURCH, Inc.

PREAMBLE

We, the members of EAST BAY CALVARY CHURCH, do establish the following articles to which we voluntarily submit ourselves:

ARTICLE I - NAME

The name of this church shall be EAST BAY CALVARY CHURCH, (hereafter referred to as "CHURCH"). This CHURCH is an independent, nondenominational fellowship of believers in Jesus Christ incorporated as a nonprofit religious corporation under the laws of the state of Michigan.

ARTICLE II - MISSION and PURPOSE

2.1 MISSION STATEMENT: It is the mission of this CHURCH to lead people to become fully devoted followers of Jesus Christ.

2.2 OBJECTIVES: The purpose of the CHURCH is to glorify God by fulfilling the five commands given collectively in the Great Commandment (Matt. 22:36-40) and in the Great Commission (Matt. 28:19-20).

2.2.1 EXALT THE SAVIOR (worship) - To participate in public worship services together and to maintain daily personal worship (Matt. 22:37; Jn. 4:24).

2.2.2 EVANGELIZE THE LOST (preach the gospel) - To share the good

news of salvation in Jesus Christ with as many people as possible in our community and throughout the world (Matt. 28:18-20; Acts 1:8; 2 Pet. 3:9).

2.2.3 ESTABLISH BELIEVERS IN THE FAITH (education) - Teach God's Word to help members develop toward full spiritual maturity. To promote individual spiritual growth and discipleship through obedience to God's Word. (Matt. 28:19-20; Eph. 4:11-13; 2 Tim. 2:2).

2.2.4 EQUIP BELIEVERS FOR MINISTRY (train to serve) - To prepare believers for unselfish and effective service to God and others. (Matt. 22:39; Matt. 25:34-40; Gal. 5:13; 1 Thess. 5:11; 1 Pet.4:10-11).

2.2.5 EXPERIENCE COMMUNITY WITHIN THE LOCAL CHURCH (assimilation & fellowship) - To share our lives together. To encourage, support and pray for one another. (Matt. 22:39; Jn 13:34-35; Acts 2:44-47; Rom. 15:5,7; Heb. 10:23-25; 1 Jn. 1:7).

ARTICLE III - STATEMENT OF FAITH

3.1 THE TRINITY: The Godhead consists of God the Father, God the Son, and God the Holy Spirit; three Persons but one God (Deut. 6:4; Mat. 28:19; Mt. 3:16-17). These three are co-equal and co-eternal (Ps. 90:2; Jn 1:1; Heb. 9:14).

3.2 GOD THE FATHER: God is a Person, i.e. He exists as a rational, self-conscious, self-determining, moral Being. He is immutable (James 1:17), omniscient (1 John 3:20), omnipotent (Gen. 1:3), omnipresent (Jer.

23:23-24), eternal (Ps. 90:1-2), absolutely sovereign (Rom. 11:36), and holy (Is. 6:3). He is full of love, justice, mercy, goodness, and truth.

3.3 GOD THE SON: Jesus Christ is the divine Son of God, by whom all things were made (John 1:1-3). He is the image of the invisible God (Col. 1:15-17) and possesses the attributes of God the Father. In the fullness of time (Gal. 4:4), the eternal Son took upon Himself our nature and, being conceived by the Holy Spirit and born of the Virgin Mary (Mt. 1:18-20), was made in the likeness of men (Phil. 2:7). While in the flesh, Jesus Christ is true God and true man, one Person with a two-fold nature.

3.4 GOD THE HOLY SPIRIT: The Holy Spirit is the third Person of the Trinity, co-eternal with the Father and the Son (Heb. 9:14), whom the Father sent into the world to reprove it of sin, righteousness, and judgment, and to testify of Jesus Christ (Jn. 16:8-14).

3.5 INSPIRATION OF THE SCRIPTURES: The Scriptures, including both the Old and New Testaments, are a divine revelation and, as originally written, are verbally inspired by God. They were written by the Holy Spirit and are final in authority in all matters pertaining to conduct and doctrine (2 Tim. 3:16-17; 2 Peter 1:21).

3.6 SIN: Man was created in the image of God (Gen. 1:26-27), but, through disobedience to God, fell into sin, thus alienating himself and the entire human race from God (Gen. 3:1-7; Rom. 5:12). Through sin, man became devoid of all spiritual life (Rom. 6:23), and, in this condition, is

dead in trespasses and sins, is subject to the power of the devil (Eph. 2:1-3) and is totally incapable of pleasing God (Rom. 8:7-8) or doing anything to remedy his condition (Titus 3:5).

3.7 THE NEW BIRTH: Because of this universal depravity and death in sin, it is impossible for anyone to enter the kingdom of God or take one step toward heaven without experiencing the new birth. To be born again is to partake of a new nature, a nature which is from above and which is implanted by the Holy Spirit through the Word of God, entirely apart from works, ordinances, or human attainment (John 3:1-5; Titus 3:5; 1 Peter 1:23).

3.8 SALVATION: Salvation, or the new birth, has been made possible by the vicarious death of Jesus Christ on the cross, dying in the sinner's stead. Christ was made to be sin and a curse and shed His blood for the remission of sin (1 Pet. 1:18-19; Rom 5:6-9; 2 Cor. 5:21). Christ died for our sins according to the Scriptures, He was buried, and on the third day He arose in the body in which He was crucified (1 Cor. 15:3-4). This salvation is appropriated solely by an act of faith. The moment we repent and receive Jesus Christ as our Lord and Savior, we pass immediately from a state of spiritual death into everlasting life (Jn. 3:16; Jn. 5:24; Rom. 5:1; Eph. 2:8).

We believe in unlimited atonement. That is to say, we believe that Jesus Christ came into the world to die as a substitute and sacrifice for the sins of all people without exception (John 3:15-17; Titus 2:11; Heb. 2:9), that all people are the objects of God's impartial love, and that it is His

desire that all people repent and believe in Jesus to receive the forgiveness of sin and the gift of eternal life (1 Tim. 2:4, 6; 2 Pet 3:9).

3.9 ASSURANCE: It is the privilege of all who are united to Christ through faith to be assured of their salvation. This assurance cannot, in any sense of the word, be considered presumption, as it is founded, not on one's feelings or one's own worthiness, but wholly upon the revealed Word of God (Luke 10:20; Jn. 6:47; Jn. 10:28; 2 Cor. 5:1-2; 2 Tim. 1:12; 1 Jn. 5:13).

3.10 PERMANENCE OF SALVATION (ETERNAL SECURITY):

All who are saved are kept by God's power and are safe and secure in Christ forever (Jn. 5:24; Jn. 6:37-40, 47; Jn. 10:27-30; Rom. 8:28-29; Eph. 1:12-14; Eph. 4:30; 2 Tim. 1:12; 1 Pet. 1:5; 1 Cor. 1:4-8; Heb. 13:5). Therefore, it is impossible for a redeemed child of God to lose his or her salvation (John 10:28). One mark of a true believer is a desire to live a life characterized by holiness. Those who live a continual lifestyle of wanton sin or who lack Christian character should examine themselves to determine if they are true believers and have ever really received the grace of God for salvation. The question is not whether a saved person can be lost (which is impossible), but whether one who professes belief is truly saved (1 Jn. 2:4, 6, 9).

3.11 THE BELIEVER'S WALK: The child of God has been called with a holy calling to walk, not after the flesh, but after the Spirit, so as not to fulfill the lust of the flesh (Rom. 8:12-13; Gal. 5:16-25), being a new creature in Christ Jesus (2 Cor. 5:17), and thus possessing a new nature. He,

nevertheless, has within him the old nature and, throughout his lifetime, these two natures strive with each other (Rom. 7:15-25). In view of this, the Christian is exhorted to seek those things which are above, where Christ sits on the right hand of God (Col. 3:1), and to walk in the Spirit. The believer is called to live a life of consecration, to present his entire being to God, and not to be conformed to the things of the world (Rom. 12:1-2). He is not to be unequally yoked together with unbelievers and is to separate from that which dishonors the Lord (2 Cor. 6:14-17; Eph. 5:11).

3.12 STATEMENT ON LIFE: We believe that all human life is sacred and created by God in His image. Human life is of inestimable worth in all its dimensions, including pre-born babies, the aged, the physically or mentally challenged, and every other stage or condition from conception through natural death. We are therefore called to defend, protect, and value all human life. (Psalm 139:13-16)

3.13 STATEMENT ON MARRIAGE, GENDER AND SEXUALITY: We believe that God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God (Gen 1:26-27). Rejection of one's biological sex (as genetically defined) is a rejection of the image of God within that person.

We believe that the term "marriage" has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture (Gen 2:18-25). We believe that God intends sexual intimacy to occur only between a man and a woman who are

married to each other (1Cor 6:18, 7:2-5; Heb 13:4). We believe that God has commanded that no intimate sexual activity be engaged in outside of marriage between a man and a woman.

We believe that any form of sexual immorality (including adultery, fornication, homosexual behavior, bisexual conduct, bestiality, incest and use of pornography) is sinful and offensive to God (Matt 15:18-20; I Cor 6:9-10).

We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ (Acts 3:19-21; Rom 10:9-10; 1Cor 6:9-11). We believe that every person must be afforded compassion, love, kindness, respect and dignity (Mark 12:28-31; Luke 6:31). Hateful and harassing behavior or attitudes directed towards any individual are to be repudiated and are not in accord with Scripture nor the doctrines of East Bay Calvary Church.

3.14 THE CHURCH: The Church is an elect company of believers, baptized by the Holy Spirit into one body (1 Cor. 12:13). It is known as the body of Christ, and is to witness concerning its Head, Jesus Christ (Eph. 4:15).

3.15 THE MINISTRY OF SPIRITUAL GIFTS: We believe that the Holy Spirit bestows spiritual gifts on all believers for Christian service and for the edification of the Church. These spiritual gifts are to be exercised according to biblical guidelines (Rom. 12:3-8; 1 Cor. 12:4-11; 1 Pet. 4:10-11).

We believe that the church age was initiated through the ministry of the apostles and prophets and was accompanied by apostolic sign-gifts (healing, speaking in tongues, interpretation of tongues, prophesying, words of knowledge, and miracles) to confirm their message. These sign-gifts ceased as the New Testament Scriptures were completed and their authority became established. We do not practice, teach, encourage, or endorse sign-gifts for this present age (1 Cor. 12:28-31; 13:8-10; 14:1-28; 2 Cor. 12:12; Eph. 2:19-22; Heb.2:3-4).

We believe that God does hear and answer the prayer of faith in accord with His own will for the sick and afflicted (Jn. 15:7; 1 Jn. 5:14-15).

3.16 THE SECOND COMING OF CHRIST: The Second Advent of Christ will be in two phases:

Phase One: Christ will descend from heaven in the air, at which time the dead in Christ will be raised, the bodies of the living saints will be changed, and together shall be caught up to be with Christ (1 Thess. 4:13-18; 1 Cor. 15:51-54). This catching up of the saints is known as the Rapture, and is an imminent, personal, premillennial, dateless, signless event; the blessed hope for which the Christian is looking (Titus 2:11-14; 1 Thess. 1:10).

Coming in between the two phases of the Second Advent is a period of seven years known as the Tribulation Period. This is Daniel's 70th week; the last half of it is known as the Great Tribulation, which culminates in the Battle of Armageddon (Dan. 9:27; Mt. 24:8-26; Rev. 7:14; Rev. 11:2-3; Rev. 19:19-21).

Phase Two: Subsequent to “the tribulation of those days”, Christ will return to the earth with His saints in power and great glory. This return of Christ will be personal, bodily, and actual. He will judge the nations and introduce the millennial age (Mt. 25:31-34; Mt. 24:27-31; Rev. 20:6).

3.17 HEAVEN AND HELL: There is a literal Hell: a place of torment and anguish, prepared for the Devil and his angels (Mt. 25:21; Luke 16:23-26), in which those who reject the Son of God as their personal Savior shall be tormented forever (Rev. 20:10; Rev. 20:13-15).

There is an eternal Heaven where all who are saved shall live in perfect peace and bliss forever in the presence of God and His Christ (Rev. 22:1-5).

3.18 ORDINANCES: We recognize two church ordinances: water baptism and the Lord’s Supper. They are not to be regarded as a means of salvation, nor as means of grace by which special merit is obtained.

3.18.1 WATER BAPTISM

Christian baptism by immersion (Acts 8:36-39) is symbolic of the beginning of the Christian life and is the testimony of a believer affirming personal faith in the crucified, buried, resurrected, and ascended Lord, Jesus Christ. Spiritual union with Christ in death to the old life in Adam and resurrection to a new life in Christ is illustrated by water baptism (Rom. 6:1-11; Gal. 2:20; Col. 2:11-12). It is also a sign of identification with the Body of Christ, the Church (Acts 2:41-42).

3.18.2 THE LORD'S SUPPER

The Lord's Supper is the ordinance given by our Lord to commemorate and proclaim His death until He comes. It should always be preceded by worshipful self-examination for sin in the worshiper's life (1 Cor. 11:23-32). We also believe that even though the elements of communion are only symbolic of the flesh and blood of Christ, the Lord's Supper is to be a blessed time of fellowship with the risen Christ.

3.19 FINAL AUTHORITY: This Doctrinal Statement does not present the extent of our beliefs exhaustively. The Bible itself, as the Church's final and sufficient authority for all life, is the sole and final source of all that the Church believes and will be interpreted and applied to matters not expressly covered herein by the Church's Board of Elders.

ARTICLE IV - MEMBERSHIP

4.1 PURPOSE OF MEMBERSHIP: Membership in the CHURCH identifies those individuals who have voluntarily united together for the spiritual purposes set forth in Article II of these bylaws, and who have made a commitment to be faithful to the CHURCH body.

4.2 QUALIFICATIONS FOR MEMBERSHIP: Membership in the CHURCH shall be open to all persons who meet the following qualifications:

4.2.1 Give testimony to and evidence of a personal faith in Jesus Christ as Lord and Savior.

4.2.2 Assent to the Statement of Faith as set forth in Article III of these Bylaws.

4.2.3 Complete the CHURCH's membership class.

4.2.4 Agree to abide by the Membership Covenant (as set forth in 4.8 of these Bylaws).

4.3 TYPES OF MEMBERSHIP: The membership of the CHURCH shall consist of three groups as follows:

4.3.1 VOTING MEMBERSHIP shall be extended to those who have been received in accordance with the provisions of this constitution and who are not members of any other church.

4.3.2 ASSOCIATE MEMBERSHIP

a. Associate Membership shall be extended to those who meet the qualifications of Voting Membership, but who are not permanent residents of the area (e.g., a student in the local college, a member of the military, a seasonal resident), or who have other circumstances which make it inadvisable to seek Voting Membership (e.g., a person whose unsaved mate opposes their becoming a Voting Member, etc.).

b. Associate Membership is meant to be temporary in duration and Will be reviewed annually by the Board of Elders. Associate Members shall be allowed all the rights and privileges of membership except that of voting in business meetings or holding a church office.

4.3.3 NON-VOTING MEMBERSHIP shall consist of the following:

a. Those who have not attained the age of eighteen (18) years, or

b. Those who have come under disciplinary action (as referred to

in 4.7) of the CHURCH shall be denied the right to vote or hold any office or position of service in the CHURCH. The elders shall seek to restore the erring member(s) to fellowship with the Lord and with the CHURCH. If, after reasonable effort by the Board of Elders, this cannot be accomplished, membership may be terminated.

4.4 RESPONSIBILITIES OF MEMBERSHIP: It shall be the duty of every member to regularly attend the worship services of the CHURCH unless providentially hindered; to cheerfully contribute financially to the support of the CHURCH; to seek to exercise their spiritual gifts and talents for the mutual benefit of all the CHURCH body by voluntarily serving, within the limits of their abilities, in some facet of the CHURCH ministry; and to submit cheerfully to the loving leadership of the Elders.

4.5 APPLICATION FOR MEMBERSHIP: Persons making request for membership shall be given an application, along with a copy of the CHURCH's Constitution, and be assigned to a Pastor, Elder or Deacon who will guide them through the application process. The applicant shall be required to take a membership class designed to familiarize them with the church and the responsibilities of membership in the CHURCH. A personal interview of the applicant will be conducted by the Pastor, Elder, or Deacon thus assigned, to determine that the qualifications for membership have been met. The interviewer will then report to the Board of Elders to make recommendation to accept or deny membership to the applicant.

4.5.1 ADMISSION TO MEMBERSHIP: Subsequent to favorable action by the Board, the applicant shall affirm their commitment to the Membership Covenant (4.8). Membership rights and privileges shall commence at the time of said affirmation.

4.5.2 ADMISSION TO ASSOCIATE MEMBERSHIP: Subsequent to favorable action by the Board, the rights and privileges of Associate Membership shall commence.

4.6 TERMINATION OF MEMBERSHIP:

4.6.1 REASONS FOR TERMINATION: At the discretion of the Board of Elders, a person's membership may be terminated for the following reasons:

- a. A request submitted in writing to the CHURCH by the departing member.
- b. Non-attendance for a period of twelve (12) months.
- c. Becoming a member of another church automatically terminates membership in this CHURCH when said membership commences (an exception shall be made for those who become associate members [as described in 4.3.2 of these bylaws] of another church while temporarily away from this area).
- d. Propagation of doctrine contradictory to the Statement of Faith of the CHURCH as described in Article III above (1 Tim. 6:3-5; Titus 3:10,11; Rom. 16:17,18).
- e. Persistent unrepentant sinful behavior, i.e. immoral conduct (1 Cor. 5:9-13; 2 Cor. 6:14-17; 2 Thess. 3:6; Rom. 1:18-32; Lev. 18:22-28; 1 Tim. 1:10), sowing discord, causing division, or

walking disorderly (Prov. 6:19; Rom. 16:17; 2 Thess. 3:6,7,11).

4.6.2 Members of the CHURCH have no property rights and upon termination of membership shall be entitled to no interest in its assets.

4.7 DISCIPLINE OF MEMBERS:

4.7.1 PURPOSE OF DISCIPLINE: The Threefold purpose of church discipline is to glorify God by:

- a. Maintaining purity in the local church (1 Cor. 5:6).
- b. Edifying believers by deterring sin (1 Tim. 5:20)
- c. Promoting the spiritual welfare of the offending believer by calling him or her to return to a biblical standard of doctrine and conduct (Gal. 6:1).

4.7.2 GOAL OF DISCIPLINE: Reasonable effort shall be made to restore an erring member to repentance, and restored fellowship.

4.7.3 AUTHORITY TO DISCIPLINE. The discipline of the CHURCH shall be entrusted to the Board of Elders who act on behalf of the membership of the CHURCH. Any disciplinary action that is deemed necessary shall be carried out in the spirit of love and meekness (Gal. 6:1; 2 Thess. 3:14-15).

4.7.4 PROCEDURE FOR DISCIPLINE: Members of the CHURCH who err in matters as described in 4.6.1 (d & e) above shall be subject to church discipline in accordance with the principles of Matt 18:12-18. The following steps must be taken:

- a. It is the duty of any member of the CHURCH who has knowledge of the erring member's heresy or misconduct to reprove and correct such erring member in private, seeking

his/her repentance and restoration.

- b. If the erring member does not heed this reproof, the reproving member will again go to the erring member accompanied by one or two additional members as witnesses to reprove and correct such erring member, again, seeking his/her repentance and restoration.
- c. If the erring member still refuses to heed reproof and correction, the matter will be brought to the attention of the elders for a full and fair hearing, who will seek his/her repentance and restoration. If the Board of Elders determines - after thorough investigation in accord with the procedures prescribed by pertinent Scripture (Matt. 18:15-18; 1 Tim. 5:19; Titus 3:10) - that there is corroborating evidence of persistent unrepentant sinful behavior, he/she will be placed on the nonvoting membership roll. The Elders shall bring this matter before the CHURCH encouraging the congregation
- d. to pray for repentance and seek restoration of the erring member.
- e. If the erring member refuses to heed the reproof of the Elders and the CHURCH, he/she shall be publicly dismissed from the membership pursuant to the Scriptures (Matt. 18:12-18).
- f. It is understood that the discipline process will continue to conclusion even if the erring member leaves the CHURCH or otherwise seeks to withdraw from membership.
- g. Restoration to membership may be granted if the erring member, after dismissal, heeds the reproof and correction, demonstrates repentance, and requests reinstatement.

4.8 CHURCH COVENANT: Every person becoming a member shall be required to sign a copy of this covenant before their membership will commence. The covenant is as follows:

MEMBERSHIP COVENANT

Having repented of my sin, confessing Jesus Christ as my Lord and Savior, and being in agreement with East Bay Calvary Church's Constitution, I do now in the presence of God, most solemnly and joyfully covenant to do the following:

I will protect the unity of my church:

- . . . by acting in Christian love toward other members;
- . . . by refusing to engage in gossip, or backbiting about my church, its leaders, or other members;
- . . . by being slow to take offense, and always eager to seek reconciliation with those with whom discord may occur;
- . . . by following and submitting to the leaders of my church.
- . . . by upholding the disciplinary actions of my church (as described in 4.7 of the constitution).
- . . . by abiding by the constitution of my church.

I will share the mission of my church:

- . . . by supporting the worship, ordinances, doctrines, and outreach of my church;
- . . . by using my spiritual gift(s), talents and time to be directly involved in at least one ministry of my church;
- . . . by cheerfully and faithfully giving my tithes and offerings in

support of my church;

- . . . by seeking the salvation of the lost through personal witness and world evangelism
- . . . by laboring for the growth of my church through prayer, seeking the salvation of the lost, inviting the unchurched to attend, and by warmly welcoming those who visit.

I will uphold the testimony of my church:

- . . . by living a godly life, in accordance with Scriptural principles;
- . . . by being just in my dealings, faithful in my commitments, and exemplary in my conduct;
- . . . by faithfully participating in the public services of my church;
- . . . by recognizing that because God has instituted the local church it holds greater importance than all organizations of human origin.

ARTICLE V - GOVERNMENT

PREFACE:

The CHURCH shall be governed in accordance with the New Testament pattern, under the headship of the Lord Jesus Christ. His leadership will be carried out through a duly authorized Board of Elders in accordance with the provisions of these bylaws.

5.1 BOARD OF ELDERS: The Board of Elders shall be comprised of the Senior Pastor, Associate Pastor(s) and lay Elders.

5.1.1 AUTHORITY:

The Board of Elders, appointed with the consent and support of the CHURCH body, pursuant to 5.3.1b are the decision-making body. All sub-organizations and ministries of the CHURCH are under the authority of the Board of Elders.

5.1.2 ELIGIBILITY:

Any member of this CHURCH who meets the qualifications of an Elder and desires to serve God by leading His people, is eligible to hold the office.

5.1.3 TERM OF OFFICE:

The term of office for Elders (with the exception of pastoral staff) shall be two years. An Elder may serve two terms consecutively (totaling 4 years), after which time they shall be ineligible for reappointment until the lapse of one year. As much as possible, the terms shall be so arranged that a majority will not go out of office at the same time.

5.1.4 ORGANIZATION OF THE BOARD OF ELDERS:

Annually, during the first regularly scheduled December board meeting following the election of officers, the Board of Elders shall elect from among its members the following officers: Chairman, Vice-Chairman and Clerk.

- a. CHAIRMAN:** The chairman shall be chosen from among the lay elders to perform duties as usually pertain to that office. The chairman shall be the moderator of all meetings of the Elder Board and Membership Business Meetings.
- b. VICE-CHAIRMAN:** The Vice-Chairman shall be chosen from among the lay elders to perform the duties of the Chairman in the Chairman's absence.
- c. CLERK:** The Clerk shall be chosen from among lay elders to keep an accurate record of all business transacted by the Elder Board, and at the Membership Business Meetings of the CHURCH. He shall oversee the maintenance of an accurate roll of all CHURCH members.

5.2 OFFICERS:

5.2.1 ELDERS:

- a. QUALIFICATIONS:** The elders are to be male only and shall meet the Scriptural qualifications set forth in 1 Tim. 3:1-7 and Titus 1:6-9.
- b. DUTIES:** The elders will care for the spiritual welfare of the congregation, and all duties ascribed to them in other parts of this constitution. All members, officers, committees, and ministries of this CHURCH come under the spiritual oversight

and authority of the elders. All policies and practices for the CHURCH fall under the oversight of the elders. They shall oversee the membership roll (including applications and discipline); assist the senior pastor in the administration of the ordinances of baptism and communion; oversee licensing, ordination, and commissioning of qualified candidates to ministry. They shall appoint or approve, and oversee all committees.

The elders shall administer all business matters of the CHURCH; shall function as trustees in all legal transactions; shall be responsible for the general oversight of the CHURCH finances, including the development and supervision of the annual budget adopted by the congregation.

- c. QUOTA:** The Board of Elders shall consist of a minimum of four (4) lay elders. At no time shall pastoral staff members comprise more than fifty per cent (50%) of the total number serving as elders.

5.2.2 DEACONS:

- a. QUALIFICATIONS:** The deacons are to be male only and shall meet the Scriptural qualifications set forth in 1 Tim. 3:18-25.
- b. DUTIES:** The Deacons shall maintain all CHURCH property, administer the benevolence ministries of the CHURCH, and be heads of committees as directed by the Board of Elders.
- c. QUOTA:** The Deacons shall consist of a minimum of four (4) members.

- d. ACCOUNTABILITY:** The Deacon shall in all matters be responsible to, submit reports to, and be organized in a manner determined by the Board of Elders.
- e. TERM OF OFFICE:** The term of office for deacons shall be two (2) years. A Deacon may serve two terms consecutively (totaling 4 years), after which time they shall be ineligible for reappointment until the lapse of one year. In as much is possible, the terms shall be so arranged that a majority will not go out of office at the same time.

5.2.3 TREASURER

The Treasurer shall be appointed by the Board of Elders and shall oversee all matters pertaining to the accounting and distribution of CHURCH funds including financial records and transactions pertaining to the outside financial institutions.

- a. Qualifications:** The Treasurer shall be a CHURCH member in good standing, having the ability, training, and experience in the area of financial accountability.
- b. Duties:** The Treasurer shall:
 - i.** oversee the work of the Accounting Secretary, and such members who may be appointed by the Board of Elders to assist in the administration of the finances of the CHURCH.
 - ii.** maintain the financial books for periodic audit in such a manner as may be directed by the Board of Elders.
 - iii.** be in charge of accounting system procedure and shall implement financial policy pertaining to the Treasurer's office as recorded in the policy manual and may, from time to time, recommend financial policy

changes to the Board of Elders.

c. Accountability: The Treasurer shall, in all matters, be responsible to submit reports to and be accountable to the Board of Elders.

d. Term of Office: The Treasurer shall serve at the discretion of the Board of Elders. The Board of Elders shall appoint the Treasurer at their regular December meeting each year for a one-year term. No term limits shall be applied to the office of treasurer.

5.3 APPOINTMENT AND REMOVAL OF ELDERS (other than pastors) AND DEACONS:

5.3.1 APPOINTMENT:

- a. A Nominating Committee shall be appointed by the Board of Elders to receive, from the congregation, the names of possible elder and deacon candidates. This committee shall consist of three elders currently on the Board of Elders and two people from the membership at large.
- b. The final appointment of each new elder or deacon will be made by a seventy-five percent (75%) approval by the current Board of Elders and ratified by a seventy-five percent (75%) approval ballot vote of a membership quorum at a meeting held for this purpose in October each year.
- c. The newly elected officers shall assume their responsibilities on January 1 of the following year.

5.3.2 DISMISSAL: Elders and deacons may be removed from their office by:

- a. Voluntary resignation.
- b. Disciplinary Actions. Any elder or deacon who shall neglect

the duties of his office, or to whom any of the conditions listed in 4.6.1 of this constitution apply will be removed from his office provided that there is a seventy-five percent (75%) vote to do so by all elders who are not in question.

5.3.3 FILLING VACANCIES: In the event that an Elder or a Deacon should resign or is removed before his term ends, the Board of Elders shall have the power to appoint a qualified person to fill the vacancy for the remainder of the term.

5.4 PASTORS: All pastors of the CHURCH shall meet the qualifications of an elder (described in 5.2.1a).

5.4.1 SENIOR PASTOR: The senior pastor shall be a male and an ordained minister, having adequate formal training, and experience so as to fulfill his duties and give adequate leadership to the CHURCH.

a. DUTIES: He shall function as the primary preaching-teaching Elder and have charge of the worship services. He shall be responsible for overseeing the administration of the CHURCH, overseeing all the CHURCH professional ministry staff and support staff, and be an ex-officio member of all committees and boards. His duties include spiritual leadership and vision building for the church.

b. CALL: The Senior Pastor of the CHURCH will be called by a seventy-five (75%) approval ballot vote of a membership quorum at a meeting held for this purpose. Public notice of this meeting shall be given at a Sunday service and published in the Church bulletin two Sundays immediately preceding. Church

membership will be automatic for him and his wife on commencing his duties.

c. TERM OF OFFICE: The Senior Pastor's term of office shall be for an indefinite period of time.

d. DISMISSAL:

- 1) The Senior Pastor may terminate his responsibilities upon giving a sixty (60) day notification to the church.
- 2) Upon a seventy-five percent (75%) agreement of the Board of Elders, a senior pastor may be dismissed from his office at a properly called business meeting, by a simple majority ballot vote of a membership quorum. He will be given a thirty day notification. These terms may be waived by mutual agreement. The Senior Pastor may not vote in this matter.
- 3) In the event of alleged moral or doctrinal defection, the Board of Elders, having fully investigated the allegations and finding them to be true, shall have, by a simple majority vote, the power to dismiss the senior pastor from his office immediately. The senior pastor may not vote in this matter.
- 4) Severance remuneration shall be determined by the Board of Elders.

e. FILLING A VACANCY: In the event that a vacancy occurs in the position of Senior Pastor, or if the Senior Pastor is unable to function, the Board of Elders shall have the power to appoint a qualified person as interim senior pastor. Until an interim senior pastor has been appointed, the chairman of the Board of Elders shall assume that role.

5.4.2 ASSOCIATE PASTORS: An Associate Pastor shall have adequate formal training, experience and demonstrated giftedness in the area of ministry for which he is called.

a. DUTIES: The duties of an Associate Pastor shall be determined by the Senior Pastor and approved by the Board of Elders. All pastoral staff members shall be accountable to the Senior Pastor.

b. CALL: The Board of Elders will select a suitable candidate and will announce their selection to the congregation no less than two weeks (14 days) prior to the date of hire. Upon review of all input from the congregation during this interval, the Board of Elders shall make a final determination and will have the authority to extend a call, provided that there is a seventy-five (75%) approval of the Board of Elders, and the approval of the Senior Pastor. Church membership will be automatic for him and his wife upon commencement of his duties.

c. TERM OF OFFICE: The term of an associate pastor shall be for an indefinite period of time.

d. DISMISSAL:

- 1) The Associate Pastor may terminate his responsibilities upon giving a thirty-day notification to the Board of Elders.
- 2) The Board of Elders with the senior pastor, shall have the power to dismiss an associate pastor from service, upon a simple majority vote of the Board of Elders. The associate pastor under consideration shall not vote in this matter.
- 3) Severance pay shall be determined by the Board of Elders.

e. ESTABLISHMENT OF A NEW PASTORAL POSITION: A new pastoral staff position shall be created when the need is determined by the Board of Elders.

- 1) They shall present an explanation of need, a job description, and budget guidelines for the position to the membership at a Special Business Meeting duly called (described in 7.1.4) for this purpose. A simple majority favorable vote of the membership quorum shall be required to create a new pastoral staff position.

5.5 OTHER PROFESSIONAL AND MINISTRY STAFF:

This includes other paid, full or part-time, staff positions which the Board of Elders may deem necessary to establish for effective church ministry (e.g., assistant pastors, directors, ministers, etc.).

5.5.1 CALL: These positions will be filled subject to approval of the Board of Elders. Church membership shall be required.

5.5.2 TERM: The length of time of service will be at the will of the Elder Board.

5.5.3 DUTIES: The duties of the professional and ministry staff shall be those formulated by the Elder Board.

5.6 MISSIONARY/MINISTRY PERSONNEL AND ORGANIZATIONS:

All persons and organizations approved for financial support will be required to sign a statement indicating that they accept in its entirety the Statement of Faith contained in this constitution. They may also be required to submit a statement of total income upon request.

5.7 CHURCH SUPPORT EMPLOYEES:

CHURCH support paid personnel are persons engaged in areas of service supporting the ministry, and include secretaries, custodians, and other staff necessary to fulfill the ministry of the CHURCH.

5.7.1 QUALIFICATIONS:

Each support employee shall be a member of the CHURCH and shall have training, experience, or ability qualifying him/her for the area in which he/she is to serve.

5.7.2 SELECTION:

Support employees shall be recommended by the staff member whom they will assist, subject to confirmation by the Board of Elders.

5.7.3 SALARY:

Salaries and benefits shall be established and administered by the Board of Elders.

ARTICLE VI - OTHER COUNCILS AND COMMITTEES

6.1 STANDING COMMITTEES:

Standing committees are ongoing committees whose chairpersons are appointed biannually by the Board of Elders and which assist in providing direction for a specific area of the CHURCH'S operation or ministries. These committees shall perform tasks solely in accordance with the duties and with powers specifically described in the CHURCH policy manual.

6.1.1 MISSIONARY COMMITTEE

6.1.2 CALVARY SERVICE TEAM

6.2 SPECIAL COMMITTEES:

Special committees are committees which are established by the Board of Elders to perform a function not included in the regular areas of church ministry. The term of the committee is the time required to complete the task for which it was created. These committees are responsible to the Board of Elders and shall perform tasks solely in accordance with the duties and with powers specifically defined by the Board of Elders.

ARTICLE VII - MEMBERSHIP BUSINESS MEETINGS

7.1 REGULATIONS:

7.1.1 RULE OF ORDER: All business meetings will be governed by Robert's Rules of Order, unless otherwise specified in this Constitution.

7.1.2 ABSENTEE BALLOTS: Active members, who are unable to be present at a membership business meeting due to sickness or other acceptable reasons, may vote by absentee ballot provided that their reason for absence is submitted in writing to the chairman of the Board of Elders before said meeting is scheduled to begin. Ballots may be obtained from the CHURCH office.

7.1.3 QUORUM: Those voting members present at a meeting duly called and announced shall constitute a quorum for the transaction of business.

7.1.4 NOTICE OF MEETINGS: The date and time of the membership

business meetings shall be determined by the Senior Pastor or Board of Elders. Notice of said meetings shall be given during a Sunday service and published in the CHURCH bulletin two Sundays immediately preceding. Said meeting may occur in the evening of the second Sunday that notification is given.

7.1.5 ITEMS REQUIRING VOTING MEMBERSHIP ACTION:

- a. Calling the Senior Pastor to or dismissing the Senior Pastor from office.
- b. Creating a new pastoral staff position.
- c. Ratification for the appointment of Lay Elders and Deacons for office.
- d. Adopting, amending, or repealing the Church Constitution.
- e. Approving the annual budget.
- f. Approving the purchase, sale, mortgage, or transfer of real property.
- g. Major building projects and related indebtedness.
- h. An expenditure which exceeds an amount equal to one percent (1%) of the CHURCH's current annual budget unless said expenditure is provided for within the approved budget.

7.2 ANNUAL BUSINESS MEETING:

The annual business meeting will be held during the month of January on a date specified by the Senior Pastor in conjunction with the Elder Board Chairman, for the purpose of adopting an annual budget and conducting any other business necessary.

7.3 OCTOBER BUSINESS MEETING:

A business meeting of the Membership shall be held in October on a date specified by the Senior Pastor in conjunction with the Elder Board Chairman, for the purpose of approving the men nominated to serve as Elders and Deacons.

7.4 SPECIAL BUSINESS MEETINGS:

Special business meetings of the voting Membership may be called at any time by the senior pastor or Elder Board with proper notice being given (described in 7.1.4) to transact any business requiring membership approval.

ARTICLE VIII - LICENSING, ORDINATION, COMMISSIONING

8.1 LICENSING:

License to preach shall be formally granted to any man who is qualified to preach. This license shall allow a man to perform the ecclesiastical duties and functions of the church. It shall be issued at the discretion of the Board of Elders and will be evaluated periodically.

8.2 ORDINATION:

When, in the judgement of the elders, a member is called to Christian vocational ministry, it will be within the power of the elders to call and conduct a council of ordination after announcing it to the CHURCH. This council will consist of five or more ordained ministers who subscribe to the statement of faith of this CHURCH. The council shall thoroughly examine the candidate regarding his personal faith in Christ as Lord and Savior,

call to the ministry, educational training, doctrinal beliefs, reputation, and demonstrated efficiency in Christian service. The candidate will give evidence of agreement with the provisions of the CHURCH constitution with respect to doctrine, and Scriptural qualifications for church leadership. The council will report their recommendation of whether or not to proceed with ordination to the Board of Elders. The ordination shall be approved upon a 75% favorable vote of the elders. Ordination shall be conferred for life, so long as the man continues to manifest the qualifications of the office.

8.3 COMMISSIONING:

When local-church certification is required for ministry where ordination would be unnecessary or inappropriate, a person may be commissioned by the Board of Elders to minister. This authorization continues as long as the opportunity to minister remains in effect and as long as the person maintains the qualifications for ministry.

8.4 POWER OF REVOCATION:

It shall be within the power of the Board of Elders, after impartial thorough investigation, to revoke the ordination credentials, license or commission of any minister or missionary ordained, licensed or commissioned under this constitution, if said minister or missionary is found guilty of neglecting the duties for which ordination, license, or commissioning were conferred, or to whom any of the conditions listed in 4.6.1 (a)(d) and (e) of this Constitution may apply.

ARTICLE IX - DISSOLUTION

In the event of dissolution of EAST BAY CALVARY CHURCH, its properties and assets will be used to satisfy all creditors; any remaining assets will be disbursed as determined by the Board of Elders to other church ministries of like faith and/or mission agencies being supported by the CHURCH at the time of dissolution and which are themselves exempt from federal income tax under section 501 (c)(3) of the Internal Revenue Code of 1954 or the corresponding provision of any future federal tax code.

ARTICLE X - AMENDMENTS

This constitution may be amended at any time by a two-thirds (2/3) ballot vote by a quorum of the Voting Membership at a meeting held for this purpose. Any member of the CHURCH may propose an amendment to this constitution provided that it is submitted in written form to the Board of Elders and approved by them. The proposed amendment shall be announced from the pulpit in the Sunday worship services, and printed copies made available to the Voting Members, three (3) consecutive Sundays immediately preceding the business meeting in which the said amendment is to be voted upon. The meeting may occur in the evening of the third (3rd) Sunday that notification of said meeting is given.

ARTICLE XI -ENDORSEMENT OF DOCUMENTS, CONTRACTS

The Board of Elders, except as in these bylaws otherwise provided, may authorize any officer(s), or agent(s), to enter into any contract or execute any instrument in the name of and on behalf of the CHURCH corporation. Such authority may be general or confined to specific instances. Unless so authorized by the Board of Elders, no officer, agent or employee shall have any power or authority to bind the CHURCH by any contract or agreement, or to pledge its credit, or to render it liable for any purpose or to any amount.