

# CENTRAL VALLEY BAPTIST CHURCH

## CONSTITUTION

### PREAMBLE

We declare and establish this constitution for the preservation and security of the principles of our faith, and so that this body may be governed in an orderly manner. This constitution will preserve the liberties of each individual member of this church and the freedom of action of this body in its relation to other churches of the same faith.

### I. NAME

This body shall be known as the Central Valley Baptist Church of Meridian, Idaho.

### II. STATEMENT OF FAITH

#### SECTION 1. The Scriptures

The Holy Bible was written by men divinely inspired and is the record of God's revelation of Himself to man. It is a perfect treasure of divine instruction. It has God for its author, salvation for its end, and truth, without any mixture of error, for its matter. It reveals the principles by which God judges us; and therefore is, and will remain to the end of the world, the true center of Christian union, and the supreme standard by which all human conduct, creeds, and religious opinions should be tried. The criterion by which the Bible is to be interpreted is Jesus Christ.

#### SECTION 2. God

There is one and only one living and true God. He is an intelligent, spiritual, and personal Being, the Creator, Redeemer, Preserver, and Ruler of the universe. God is infinite in holiness and all other perfections. To Him we owe the highest love, reverence, and obedience. The eternal God reveals Himself to us as Father, Son, and Holy Spirit, with distinct personal attributes, but without division of nature, essence, or being.

- A. God, as Father, reigns with providential care over His universe, His creatures, and the flow of the stream of human history according to the purposes of His grace. He is all powerful, all loving, and all wise. God is Father in truth to those who become children of God through faith in Jesus Christ. He is fatherly in His attitude toward all men.
- B. Christ is the eternal Son of God. In His incarnation as Jesus Christ He was conceived of the Holy Spirit and born of the virgin Mary. Jesus perfectly revealed and did the will of God, taking upon Himself the demands and necessities of human nature and identifying Himself completely with mankind yet without sin. He honored the divine law by His personal obedience, and in His death on the cross He made provision for the redemption of men from sin. He was raised from the dead with a glorified body and appeared to His disciples as the person who was with them before His crucifixion. He ascended into heaven and is now exalted at the right hand of God where He is the

One Mediator, partaking of the nature of God and of man, and in whose person is effected the reconciliation between God and man. He will return in power and glory to judge the world and to consummate His redemptive mission. He now dwells in all believers as the living and ever present Lord.

- C. The Holy Spirit is the Spirit of God. He inspired holy men of old to write the Scriptures. Through illumination He enables men to understand truth. He exalts Christ. He convicts of sin, of righteousness and of judgment. He calls men to the Savior, and effects regeneration. He cultivates Christian character, comforts believers, and bestows the spiritual gifts by which they serve God through His church. He seals the believer unto the day of final redemption. His presence in the Christian is the assurance of God to bring the believer into the fullness of the stature of Christ. He enlightens and empowers the believer and the church in worship, evangelism, and service.

### SECTION 3. Man

Man was created by the special act of God, in His own image, and is the crowning work of His creation. In the beginning, man was innocent of sin and was endowed by His Creator with freedom of choice. By his free choice man sinned against God and brought sin into the human race. Through the temptation of Satan, man transgressed the command of God, and fell from his original innocence, whereby his posterity inherit a nature and an environment inclined toward sin, and as soon as they are capable of moral action become transgressors and are under condemnation. Only the grace of God can bring man into His holy fellowship and enable man to fulfill the creative purpose of God. The sacredness of human personality is evident in that God created man in His own image, and in that Christ died for man; therefore, every man possesses dignity and is worthy of respect and Christian love.

### SECTION 4. Salvation

Salvation involves the redemption of the whole man, and is offered freely to all who accept Jesus Christ as Lord and Savior, who by His own blood obtained eternal redemption for the believer. In its broadest sense salvation includes regeneration, justification, sanctification, and glorification.

- A. Regeneration, or the new birth, is a work of God's grace whereby believers become new creatures in Christ Jesus. It is a change of heart wrought by the Holy Spirit through conviction of sin, to which the sinner responds in repentance toward God and faith in the Lord Jesus Christ.
- B. Justification is God's gracious and full acquittal upon principles of His righteousness of all sinners who repent and believe in Jesus Christ. Repentance is a genuine turning from sin toward God. Believing is the acceptance of Jesus Christ and commitment of the entire personality to Him as Lord and Savior. Justification brings the believer into a relationship of peace and favor with God.
- C. Sanctification is the experience, beginning in regeneration, by which the believer is set apart to God's purposes, and is enabled to progress toward moral and spiritual

perfection through the presence and power of the Holy Spirit dwelling in him. Growth in grace should continue throughout the regenerate person's life.

D. Glorification is the culmination of salvation and is the final blessed and abiding state of the redeemed.

### SECTION 5. God's Purpose of Grace

Election is the gracious purpose of God, according to which He regenerates, sanctifies, and glorifies sinners. It is consistent with the free agency of man, and comprehends all the means in connection with the end. It is a glorious display of God's sovereign goodness, and is infinitely wise, holy, and unchangeable. It excludes boasting and promotes humility.

All true believers endure to the end. Those whom God has accepted in Christ, and sanctified by His Spirit, will never fall away from the state of grace, but shall persevere to the end. Believers may fall into sin through neglect and temptation, whereby they grieve the Spirit, impair their graces and comforts, bring reproach on the cause of Christ, and temporal judgments on themselves, yet they shall be kept by the power of God through faith and salvation.

### SECTION 6. The Church

A New Testament church of the Lord Jesus Christ is a local body of baptized believers who are associated by covenant in the faith and fellowship of the gospel, observing the two ordinances of Christ, committed to His teachings, exercising the gifts, rights, and privileges invested in them by His Word, and seeking to extend the gospel to the ends of the earth.

This church is an autonomous body, operating through democratic processes under the Lordship of Jesus Christ. In such a congregation members are equally responsible. It's scriptural officers are pastors/elders and deacons.

The New Testament speaks also of the church as the body of Christ which includes all of the redeemed of all the ages.

### SECTION 7. Baptism and the Lord's Supper

Christian baptism is the immersion of a believer in water in the name of the Father, the Son, and the Holy Spirit. It is an act of obedience symbolizing the believer's faith in a crucified, buried, and risen Savior, the believer's death to sin, the burial of the old life, and the resurrection to walk in newness of life in Christ Jesus. It is a testimony to his faith in the final resurrection of the dead. Being a church ordinance, it is prerequisite to the privileges of church membership.

The Lord's Supper is a symbolic act of obedience whereby members of the church, through partaking of the bread and the fruit of the vine, memorialize the death of the Redeemer and anticipate His second coming.

### SECTION 8. The Lord's Day

The first day of the week is the Lord's Day. It is a Christian institution for regular observance. It commemorates the resurrection of Christ from the dead and should be employed in exercises of worship and spiritual devotion, both public and private.

### SECTION 9. The Kingdom

The Kingdom of God includes both His general sovereignty over the universe and His particular kingship over men who willfully acknowledge Him as King. Particularly the Kingdom is the realm of salvation into which men enter by trustful, childlike commitment to Jesus Christ. Christians ought to pray and to labor that the Kingdom may come and God's will be done on earth. The full consummation of the Kingdom awaits the return of Jesus Christ and the end of this age.

### SECTION 10. Last Things

God, in His own time and in His own way, will bring the world to its appropriate end. According to His promise, Jesus Christ will return personally and visibly in glory to the earth; the dead will be raised; and Christ will judge all men in righteousness. The unrighteous will be consigned to Hell, the place of everlasting punishment. The righteous in their resurrected and glorified bodies will receive their reward and will dwell forever in Heaven with the Lord.

### SECTION 11. Evangelism and Missions

It is the duty and privilege of every follower of Christ and of every church of the Lord Jesus Christ to endeavor to make disciples of all nations. The new birth of man's spirit by God's Holy Spirit means the birth of love for others. Missionary effort on the part of all rests thus upon a spiritual necessity of the regenerate life, and is expressly and repeatedly commanded in the teachings of Christ. It is the duty of every child of God to seek constantly to win the lost to Christ by personal effort and by all other methods in harmony with the gospel of Christ.

### SECTION 12. Stewardship

God is the source of all blessings, temporal and spiritual; all that we have and are we owe to Him. Christians have a spiritual debtorship to the whole world, a holy trusteeship in the gospel, and a binding stewardship in their possessions. They are, therefore, under obligation to serve Him with their time, talents, and material possessions; and should recognize all these as entrusted to them to use for the glory of God and for helping others. According to the Scriptures, Christians should contribute of their means cheerfully, regularly, systematically, proportionately, and liberally for the advancement of the Redeemer's cause on earth.

### SECTION 13. Cooperation

Members of New Testament churches should cooperate with one another in carrying forward the missionary, educational, and benevolent ministries for the extension of Christ's Kingdom. Christian unity in the New Testament sense is spiritual harmony and voluntary cooperation for common ends by various groups of Christ's people. Cooperation is desirable between the various Christian denominations, when the end to be attained is itself justified,

and when such cooperation involves no violation of conscience or compromise of loyalty to Christ and His Word as revealed in the New Testament.

#### SECTION 14. The Christian and the Social Order

Every Christian is under obligation to seek to make the will of Christ supreme in his own life and in human society. Means and methods used for the improvement of society and the establishment of righteousness among men can be truly and permanently helpful only when they are rooted in the regeneration of the individual by the saving grace of God in Christ Jesus. The Christian should oppose, in the spirit of Christ, every form of greed, selfishness, and vice. He should work to provide for the orphaned, the needy, the aged, the helpless, and the sick. Every Christian should seek to bring industry, government, and society as a whole under the sway of the principles of righteousness, truth, and brotherly love. In order to promote these ends, Christians should be ready to work with all men of good will in any good cause, always being careful to act in the spirit of love without compromising their loyalty to Christ and His truth.

#### SECTION 15. Peace and War

It is the duty of Christians to seek peace with all men on principles of righteousness. In accordance with the spirit and teachings of Christ they should do all in their power to put an end to war.

The true remedy for the war spirit is the gospel of our Lord. The supreme need of the world is the acceptance of His teachings in all the affairs of men and nations, and the practical application of His law of love.

#### SECTION 16. Religious Liberty

God alone is Lord of the conscience, and He has left it free from the doctrines and commandments of men which are contrary to His Word or not contained in it. Church and state should be separate, but not God and government. The states owes to every church protection and full freedom in the pursuit of its spiritual ends. In providing for such freedom no ecclesiastical group or denomination should be favored by the state more than others.

Christians should render loyal obedience to civil government which has been ordained by God, as long as it does not violate the revealed will of God. The church should not resort to civil power to carry on it's work. The gospel of Christ contemplates spiritual means alone for the pursuit of it's ends.

The state has no right to impose penalties for religious opinions of any kind. It has no right to impose taxes for the support of any form of religion. A free church in a free state is the Christian ideal, and this implies the right of free and unhindered access to God on the part of all men, and the right to form and propagate opinions in the sphere of religion without interference by the civil power.

#### SECTION 17. The Family (adopted 4/99)

God has ordained the family as the foundational institution of human society. It is composed of persons related to one another by marriage, blood, or adoption.

Marriage is the uniting of one man and one woman in covenant commitment for a lifetime. It is God's unique gift to reveal the union between Christ and His church and to provide for the man and the woman in marriage the framework for intimate companionship, the channel for sexual expression according to biblical standards, and the means for procreation of the human race.

The husband and wife are of equal worth before God, since both are created in God's image. The marriage relationship models the way God relates to His people. A husband is to love his wife as Christ loved the church. He has the God-given responsibility to provide for, to protect, and to lead his family. A wife is to submit herself graciously to the servant leadership of her husband even as the church willingly submits to the headship of Christ. She, being in the image of God as is her husband and thus equal to him, has the God-given responsibility to respect her husband and to serve as his helper in managing the household and nurturing the next generation.

Children, from the moment of conception, are a blessing and heritage from the Lord. Parents are to demonstrate to their children God's pattern for marriage. Parents are to teach their children spiritual and moral values and to lead them, through consistent lifestyle example and loving discipline, to make choices based on biblical truth. Children are to honor and obey their parents.

### **III. CHURCH MEMBERSHIP AGREEMENT**

#### **I will do my best to get connected...**

- I have personally repented and placed my faith in Jesus Christ as Savior and Lord (John 3:16; Romans 10:9). I have a relationship (connection) with God for He is my Savior and Lord. I have expressed this commitment to trust and follow Jesus in water baptism (immersion).
- I will do my best to connect with those who are current members and seek to build those relationships in an ongoing process (Hebrews 10:24-25).
- I will do my best to invite those unconnected with a church to attend (Luke 14:23).

#### **I will do my best to grow...**

- I will seek to grow in my understanding of the Christian faith, knowledge of the Scriptures (2 Timothy 3:14-4:4), and relationship with God (Eph. 4:15; 1 Peter 2:2; 2 Peter 3:18; Psalm 1).
- I will seek to forgive when I have been wronged (Colossians 3:12-13).
- I will regularly attend corporate gatherings, including: Sunday worship services (Hebrews 10:23-25), corporate prayer (Matt. 18:20), and ministry meetings.
- I will participate in a Bible study and/or small group (including discipleship, accountability, and prayer) that allows me to get connected to God and other members of CVBC (Acts 2:42-47; James 5:16).
- I will pick up my cross and follow Jesus in daily life (Mark 8:34-37).
- If I have a conflict or believe a member of the body to be living in unrepentant sin, I will follow the biblical mandate prescribed in Matthew 18: I will go directly to my brother in

an effort to “save him from his wandering” (James 5:19-20; also Matthew 18:15-20 and Matthew 5:23-24).

#### **I will do my best to serve...**

- I will find a place to serve the body at Central Valley and agree to serve in some capacity as long as I am a member here (Galatians 5:13, “...through love serve one another”).
- I will not seek to be served, but like Christ, I will seek to serve (Matthew 20:28, “The son of Man came not to be served, but to serve”).
- I will pray for the church’s growth in spirit and numbers (1 Thess. 1:2-3).
- I will regularly give back to God a portion of my financial blessings (Mal. 3:10; Acts 20:35; 2 Cor. 9:7).
- I will be responsible to steward my spiritual gifts through service (1 Cor. 12:7).
- I will affirm, pray for, and pledge my cooperation to those God has called into positions of leadership, as well as fellow members of the body (1 Timothy 5:17; James 4:11).
- Every member is a minister and I will seek to minister to the body of CVBC (Eph. 4:11-13).

#### **I will do my best to multiply the Kingdom of Christ...**

- I will do my best to develop my home as an oasis of loving relationships, spirit, direction, and hospitality (Joshua 24:15, “As for me and my house, we will serve the Lord”).
- I will do my part to go and reach the lost, make disciples, and teach them in the ways of the Lord (Matthew 28:19-20).
- I will anxiously look forward to worshipping with all members of the Kingdom (Revelation 7:9-12) and will do my best to be sure that as many as possible will join with me (2 Peter 3:9).
- I will seek first the Kingdom of God (Matthew 6:33).

### **IV. CHARACTER**

#### **SECTION 1. Polity**

The government of this church is vested in the body of believers who compose it. It is subject to the control of no other ecclesiastical body, but it recognizes and sustains the obligations of mutual counsel and cooperation which are common among Baptist churches. Insofar as is practical, this church will cooperate with and support the association and state convention affiliated with the Southern Baptist Convention.

#### **SECTION 2. Doctrine**

This church receives the Scriptures as its authority in matters of faith and practice. Its understanding of Christian truth as contained therein is in essential accord with the belief of other Southern Baptist churches.

### **BYLAWS**

## V. MEMBERSHIP

### SECTION 1. General

This is a sovereign and democratic Baptist church under the Lordship of Jesus Christ. The membership retains unto itself the right of exclusive self-government in all phases of the spiritual and temporal life of this church. The membership reserves the exclusive right to determine who shall be members of this church and the conditions of such membership.

### SECTION 2. Candidacy

Any person may offer himself as a candidate for membership in this church. All such candidates shall be presented to the church at any regular worship service for membership in any of the following ways:

- A. By profession of faith and for baptism according to the policies of this church; before being baptized, each candidate will meet with a pastor for counseling concerning his Christian experience and the meaning of baptism;
- B. By promise of a letter from another Southern Baptist church;
- C. By promise of a letter from another Baptist church. Each candidate seeking membership in this manner will be required to meet with a pastor before being presented to the church for membership.
- D. By statement of prior conversion experience and Christian baptism when no letter is obtainable. Each candidate seeking membership in this manner will be required to meet with a pastor before being presented to the church for membership.

Should there be any objection as to any candidate, such an objection shall be presented to the membership committee for investigation and the making of a recommendation to the church within thirty (30) days. A three-fourths vote of those members present and voting shall be required to elect such candidates to membership.

### SECTION 3. Inactive Membership

Inactive members are those who have not participated in church activities in a six month period. At that time a letter encouraging active participation will be sent to their home. The letter will inform them that a resumption of participation will keep them from losing voting privileges. If no response comes, such members will be placed on an inactive list and after one year may be removed from membership roles.

### SECTION 4. Termination of Membership

Membership shall be terminated in the following ways: (1) death, (2) dismissal to another Baptist Church, (3) erasure upon becoming affiliated with a church of another faith or denomination, (4) one year inactive status (military service, mission activity, college or seminary, and health concerns are exempted), or (5) exclusion by action of this church.\*

\*Should a member become an offense to the church and to its good name by reason of immoral or unchristian conduct, or by persistent breach of his covenant vows, or to refuse to support the church, the church may terminate his membership by three-fourths vote, but only after due notice and hearing, and after faithful efforts have been made to bring such member to repentance and amendment.

## VI. ORGANIZATION

The purpose of CVBC is to **connect** people to God and His family, so we can **grow** in our faith and **serve** others in ministry as God's kingdom **multiplies**.

### SECTION 1. Connect

- A. Worship services that are culturally relevant and biblically sound will be offered on Sundays to help people connect with God.
- B. Home Fellowship Groups help reach people for Christ and provide an opportunity for meaningful relationships within the body. Some of these groups meet monthly; while others meet on a weekly basis.

### SECTION 2. Grow

- A. Bible Study classes will be offered on Sunday mornings and throughout the week that give people an opportunity to explore biblical faith and develop as disciples of Jesus Christ. These classes are "open" to newcomers and may be age or gender specific.
- B. Other Bible Study groups are "closed," meaning after an initial "open" phase, these classes will no longer take new students. This is due to the progressive nature of the study and the outside work required to complete the course.

### SECTION 3. Serve

- A. Various Ministry Teams will carry out the day to day ministry of CVBC. Team leaders will be presented at a meeting of the church body for approval after consultation with staff. Then the Nominating Team will help to complete each team with qualified volunteers who are willing to serve.
- B. Support Teams exist to help Ministry Teams carry out their work. They are in charge of administration, placement of volunteers, building set up, financial accountability, scheduling, and volunteer training. Team members are placed following the same procedure as Ministry Teams.

Note: The church Policy and Procedure Manual will give job descriptions and team procedures and guidelines.

## SECTION 4. Multiply

- A. The Senior Pastor and Mission Team help to lead the church in the fulfillment of the Great Commission (Matthew 28:19,20) and encourages mission involvement at “home” and around the “world.” This will lead to the multiplication of disciples who will seek to invest themselves in the work of God’s kingdom.
- B. Believing that the best way to produce disciples is through the multiplication and development of local churches, CVBC will seek to establish mission churches and support these new ministries with personal involvement, prayer, and financial support when possible.

## **VII. CHURCH OFFICERS**

All church officers must be members of the church. The officers of this church shall be as follows:

### SECTION 1. Senior Pastor

- A. The Senior Pastor is responsible for leading the church to carry out it’s stated purpose (see VI. above) and to function as a New Testament church. The pastor will lead the congregation, the organizations, and the church staff in performing their tasks. He shall be an ex-officio member of all Ministry and Support Teams that function within the church.
- B. He shall be chosen and called by the church whenever a vacancy occurs. His election shall take place at a meeting called for that purpose, of which at least one week’s public notice shall be given.
- C. A Search Committee shall be elected by the church to seek out a suitable Senior Pastor, and their recommendation will constitute a nomination, though any member has the privilege of making other nominations according to the policy established by the church. The committee shall bring to the consideration of the church only one man at a time. Election shall be by ballot with an affirmative vote of three-fourths of active members present to issue a call.
- D. The Senior Pastor, thus elected, shall serve until the relationship is terminated by his request or the church’s request. At least two week’s notice must be given at the time of resignation.

### SECTION 2. Church Staff

- A. This church shall call or employ such staff members as the church shall need. A job description shall be written when the need for staff members is determined. Vocational staff members other than the Senior Pastor shall be recommended to the church by the Personnel Team and employed by church action. Election shall be by

ballot with an affirmative vote of three-fourths of active members present to issue a call.

- B. The secretaries, administrators, and custodians shall be hired by the Personnel Team after consultation with church staff.
- C. All staff salaries are set by the Personnel Team and approved by church action.

### SECTION 3. Elders

- A. The Senior Pastor shall recommend men to serve as elders who will be elected by the church. Such elections will take place at special called meetings of the church. One week's notice is required and voting will be done by secret ballot with a three-fourths majority required from those eligible to vote. After the initial body is in place all future candidates shall be nominated by the elder body.
- B. These men will be qualified to serve as long as they meet the standards from 1 Timothy 3:1-6 and Titus 1:5-9.
- C. They will be charged with the spiritual oversight of the church body, ensuring the purity of doctrine taught from the pulpit and in Bible Study groups.
- D. They will meet regularly with the Pastoral Staff for mutual accountability, and can be called upon by the sick according to James 5:14.

### SECTION 4. Deacons

- A. In accordance with the meaning and practice of the New Testament, deacons are to be servants of the local church body. Acts chapter six gives the first recorded instance of their service to meet identified needs within the body, thus freeing up the leadership of the church to carry out their duties.
- B. Deacons shall be elected at special called meetings of the church by secret ballot, of which at least one week's public notice shall be given. These men must meet the scriptural qualifications outlined in 1 Timothy 3:8-13. There is no obligation to constitute as an active deacon a person who comes to the church from another church where he has served as a deacon.
- C. They may organize themselves into teams to serve the church in the areas of baptism, the observance of the Lord's Supper, benevolence, and membership matters. At times other needs may be identified that call for the help of the deacon body, but as always they will function as servants.

### SECTION 5. Moderator

The moderator shall be the Senior Pastor. In his absence the chairman of the elders shall preside, or in the absence of both, the pastor with the longest tenure.

## SECTION 6. Clerk

The clerk shall keep a record of all actions of the church, and is responsible for keeping a register of the names of members, with dates of admission, dismissal, or death, together with a record of baptisms. The clerk shall issue letters of dismissal voted by the church, preserve on file all communications and written official reports, and give legal notice of all meetings where such notice is necessary, as indicated in these bylaws.

The church may delegate some of the clerical responsibilities to a church secretary. All church records are church property and should be filed in the church office or designated area.

## SECTION 7. Treasurer

It shall be the duty of the treasurer to receive, preserve, and pay out, upon receipt of vouchers approved and signed by authorized personnel, all money, or things of value paid or given to the church, keeping at all times an itemized account of all receipts and disbursements. It shall be the duty of the treasurer to render to the church at each calendared Ministry Meeting an itemized report of the receipts and disbursements for the preceding month. The treasurer's report shall be audited annually by an auditing committee or public accountant.

Upon rendering the annual account at the end of each fiscal year, and its acceptance and approval by the church, the records shall be delivered by the treasurer to the church clerk, who shall keep and preserve the account as a part of the permanent records of the church.

## SECTION 8. Financial Secretary

The financial secretary will be elected by the church. He or she will receive the empty collection envelopes after the money has been removed and counted by the proper persons. From these the secretary will give donors individual credit. The envelopes will be kept for reference for a period of two years.

The Secretary will be responsible for preparing a weekly report of giving to the church office indicating the amounts given to specific accounts. After the beginning of the year, records of contributions will be given to all individuals who have given at least \$250 during the calendar year.

## SECTION 9. Church Council

- A. The Church Council exists to help the church carry out its ministry between church wide meetings.
- B. The Council will meet and receive regular financial reports of the ministry activity of the church. They will manage the Church Calendar, review and coordinate church program plans, and evaluate program achievements in terms of church goals and objectives.

- C. The Council will have as regular members the leader of the following teams. Ministry Team leaders will include Men's Ministry, Women's Discipleship, Youth and Children's Ministry; as well as Awana, Missions and Sunday School. Support Team leaders will include Finance, Building and Grounds, Personnel, and the Hostess Team. The Council will be completed by the chairmen of both the elder and deacon bodies, the church clerk, and the pastoral staff.
- D. All matters agreed upon by the Council calling for action not already provided for, will be referred to the church body for approval or disapproval.

#### SECTION 10. Finance Team

- A. The Finance Team will help formulate an annual church budget, after receiving requests from various Ministry and Support Teams.
- B. After consultation with the Senior Pastor, the proposed budget will then move to a meeting of the Church Council for further review. The final step is the presentation to the church body at the Annual Ministry Meeting each December. Approval at this meeting will set the budget for the coming year and serve as a spending guideline and action plan for the church.
- C. The Finance Team will approve all budget expenses in excess of \$250 requested by Ministry and Support Teams. The Senior Pastor will approve all staff requests, unless unavailable at the time of need. In that case, the Finance Team will be consulted.

#### SECTION 11. Trustees

Four trustees shall be elected by the church. They will hold in trust the property of the church. They shall have no power to buy, sell, mortgage, lease, or transfer any property without a specific vote of the church authorizing each action. It shall be the function of the trustees to affix their signatures to legal documents involving the sale, mortgaging, or purchase of rental property or other legal documents where the signatures of trustees are required.

Other officers may be elected by the church as the need arises.

### **VIII. MINISTRY MEETINGS**

#### SECTION 1. Regular Ministry Meetings

CVBC Ministry Meetings will be placed on the calendar once a quarter. Two of the meetings will be considered mandatory, dealing with election of church officers and approval of a yearly budget. The other two calendared meetings are optional.

Each month a financial statement will be prepared by the church treasurer. Those statements will be available through the church office.

Should there be any unusual business or matter of unusual interest to be brought before such regular meetings, notice shall be given to the membership one week prior to the meeting.

## SECTION 2. Special Ministry Meetings

A specially called meeting may be held to consider special matters of significant nature. A one week notice must be given.

## SECTION 3. Quorum

The quorum consists of those church members who attend the meeting, provided it is a stated meeting or one that has been properly called. Ten percent (10%) of the average Sunday morning worship attendance from the previous quarter shall be necessary to constitute a quorum for the transaction of business.

## SECTION 4. Parliamentary Rules

ROBERT'S RULES OF ORDER REVISED is adopted as the authority for parliamentary rules of procedure for all Team meetings, committee work, and Ministry Meetings. However, it is understood that biblical guidelines for behavior have first and final priority.

## SECTION 5. Fiscal Year

The fiscal year of the church shall begin on January 1 and end on December 31.

# **IX. DISCIPLINE**

## SECTION 1.

Should any unhappy differences arise among members, the aggrieved member shall follow, in a tender spirit, the rules given by our Lord in the eighteenth chapter of Matthew.

## SECTION 2.

Should any case of gross breach of covenant, or of public scandal occur, the deacons shall endeavor to remove the offense; and if this effort fails, shall report the case to the church.

## SECTION 3.

All such proceedings shall be pervaded by a spirit of Christian kindness and forbearance, but should an adverse decision be reached, the church may proceed to admonish or declare the offender to be no longer in the membership of the church. This action will result in the loss of all membership privileges (i.e. volunteer positions, elected office, and right to vote at Ministry Meetings).

## SECTION 4.

Any person whose membership has been terminated for any offense may be restored by vote of the church, upon evidence of his repentance and reformation; or, if on account of continued absence, upon satisfactory explanation.

## **X. AMENDMENTS**

Changes in this constitution and bylaws may be made at any called Ministry Meeting (see VIII. above) of the church, provided such amendments shall have been presented in writing at a previous meeting, and copies of the proposed amendment be furnished to each member present. Amendments to this Constitution and Bylaws shall be by three-fourths vote of all members of the church present who are entitled to vote.