

**CONSTITUTION and BYLAWS
CALVARY BAPTIST CHURCH**

**CONSTITUTION OF
CALVARY BAPTIST CHURCH**

PREAMBLE

Having placed our faith solely in the Lord Jesus Christ for our salvation, and accepting the doctrinal statement in Article III of the Constitution, we therefore organize ourselves together as a body of baptized believers in Jesus Christ, adopting for our government, plan of service and worship the following Constitution and Bylaws. We hereby revoke all previous constitutions and bylaws and action contrary to this Constitution as of January 7, 2018, and Bylaws as of January 7, 2018. This document was revised by vote of the membership of Calvary Baptist Church on June 9, 2019.

ARTICLE I: NAME

The name of this New Testament church shall be “Calvary Baptist Church of Santa Barbara, California (hereafter referred to Calvary Baptist Church).”

ARTICLE II: PURPOSE and MISSION

The *purpose* of Calvary Baptist Church is **to glorify God through lives changed by the Gospel of Jesus Christ.**

The *mission* of Calvary Baptist Church is to accomplish this purpose in three primary ways:

We seek to...

KNOW God through the Gospel of Jesus Christ.

GROW in Him as disciples of Jesus Christ.

GO into the world to proclaim, in word and deed, the Gospel of Jesus Christ.

ARTICLE III: STATEMENT OF FAITH

We the congregation of Calvary Baptist Church present the following articles as a statement of those basic truths taught in the Bible which are common to our Christian faith and practice:

1. The Bible: We believe in the Scriptures of the Old and New Testaments as verbally inspired by God, as inerrant in the original writings, and as the supreme and final authority in faith and life. II Timothy 3:16-17; Psalm 19:7; Isaiah 8:20; II Peter 1:21.

2. The One True God: We believe in one God who eternally exists in three persons: Father, Son, and Spirit. Isaiah 45:21-25; Luke 1:26-38, 2:1-7; John 1:1-14; Galatians 4:4; I Timothy 2:5.

3. The Lord Jesus Christ: We believe that Jesus Christ was begotten by the Holy Spirit, was born of the Virgin Mary, and is true God and true man, and is the only mediator between God and man. Isaiah 7:14; Matthew 1:18-25; Luke 1:26-38, 2:1-7; John 1:1-14; Galatians 4:4; I Timothy 2:5.

We believe in the vicarious death of the Lord Jesus Christ as a substitutionary sacrifice for our sins, and that all who believe in Him are justified on the ground of His shed blood. I Peter 1:18-19, 2:24; Acts 16:31; Ephesians 1:7, 2:13; I John 1:7; Revelation 1:5, 12:11.

We believe in the resurrection of the crucified body of our Lord, in His ascension into heaven, and in His present life there for us as High Priest and Advocate. Psalm 16:10; Matthew 28; Mark 16; Luke 24; John 20, 21; Acts 2:22-36; I Corinthians 15; Acts 1:10-11; Hebrews 5:1-10, 7:23-28; I John 2:1.

4. The Holy Spirit: We believe in the Holy Spirit, His personality, His role as Comforter, Convicter of Truth, His deity, and His work in each believer. John 16:7-15, 14:17, 26; Acts 5:3-4. We believe in His baptism and indwelling at the moment of regeneration, and His filling to empower each believer for Christian life and service. I Corinthians 12:13; Ephesians 3:16, 5:18; Romans 8:9; Acts 1:8; Galatians 5:22-23.

5. Man: We believe that man was created in the image of God; that he sinned and thereby incurred physical and spiritual death, which is separation from God. Genesis 1:27, 31, 2:7, 16-17, 3:1-24; I Corinthians 15:21; Romans 6:23.

6. Salvation: We believe that all who receive the Lord Jesus Christ by faith are born again of the Holy Spirit and thereby become children of God. All such are indwelt by the Holy Spirit, and baptized by Him into that spiritual body (the Church) of which Jesus Christ is the Head. John 1:12-13, 3:3-7, 14:16-17; I Corinthians 12:12-13; Colossians 1:18, 24. We believe in the eternal security of all who trust in our Lord Jesus Christ. John 3:16, 36, 10:28-29; Romans 8:35-39; II Timothy 1:12; Jude 1.

7. The Church: We believe that a local New Testament church consists of a company of baptized believers who have voluntarily associated themselves for worship, instruction, and service, for our Lord. Acts 2:41; Philippians 1:1; Colossians 1:2.

We believe that a local New Testament church is a self-governing body and must be free from interference by a convention or any other ecclesiastical or political authority. Therefore, the Church and State must be kept separate as they have different functions. Each fulfills its duties free from the dictates or patronage of the other. We believe that every human being is directly responsible to God in matters of faith and life, and that each should be free to worship God according to the dictates of his conscience. Acts 4:19-21, 5:29, 6:3-6, 13:2-4, 15:2, 22-31.

8. Second Coming: We believe in (a) “that blessed hope” (rapture) and in (b) the personal and visible return of our Lord Jesus Christ to the earth to establish His kingdom.

(a) Rapture – Titus 2:11-13; John 14; I Thessalonians 4:13-18. (b) Return to earth – Psalm 24; Isaiah 9:6, 24:22-23; Zechariah 14:4; Acts 1:10-11; Jude 14-15; Revelation 20.

9. Future Life: We believe in the bodily resurrection of the saved and lost. The saved will appear in Heaven at the Judgment Seat of Christ to receive rewards and to dwell with Him for all eternity. The lost will be judged at the Great White Throne and be cast into eternal hell. John 5:29; I Thessalonians 4:13-18; Ephesians 2:8-9; I Corinthians 3:11, 15; Luke 16:19-31; Revelation 20:11-15.

10. Ordinances: We believe that baptism is the immersion of a believer in water, in the name of the Father, and of the Son, and of the Holy Spirit, setting forth the essential facts of redemption – the death, burial, and resurrection of Christ. Baptism also sets forth the essential facts in the experience of the believer – death to sin and resurrection to newness of life. We believe that the Lord’s Supper is a commemoration of the Lord’s death until He comes. Matthew 28:19-20; Acts 8:34-39, 16:30-33; Romans 6:1-11; Matthew 26:26-29; I Corinthians 11:20-34.

11. Marriage: We believe marriage is a union between one man and one woman ordained by God. It was first instituted by God in the early chapters of Genesis, codified in the Levitical law, and compared to a relationship between God and his people in the Old Testament prophets. Examples of marriage are in the historical narratives, and the wisdom literature discusses the unique unity of this marriage relationship. Jesus explained the original intention and core elements of marriage, and several New Testament Epistles give explicit instructions on this union. Marriage is a typology of Christ and the Church. As such, the Church views marriage as a profound spiritual institution established by God. Due to the importance of marriage in the biblical witness, this church adheres to this concept of biblical marriage by following the policies in the bylaws found in Section 3G (Genesis 2:24, 25; Matthew 19:4, 5; Romans 7:2).

ARTICLE IV: MEMBERSHIP

Qualifications for Membership

This church shall consist of believers in Christ who have given evidence of repentance and regeneration of heart, having been baptized by immersion upon a profession of their faith in the Lord Jesus Christ, and having adopted the Statement of Faith, the Purpose & Mission statement, and the Covenant held by this church, stated in Article III (Statement of Faith), Article II (Purpose & Mission), and Article IX (Covenant) respectively.

ARTICLE V: AFFILIATION

SECTION 1: This organization shall govern and control its own affairs according to its understanding of God’s Word, yet for fellowship with and mutual encouragement for fellow believers of Baptist persuasion, this organization shall be affiliated with the Pacific Church Network (a regional network within the Conservative Baptist Association) and the Conservative Baptist Association of America (also referred to as CB America). In pursuit of this objective, the church shall send delegates to the same insofar as she shall deem advisable in each case.

SECTION 2: This church shall endorse and contribute its funds only to those individuals, agencies, or organizations which are loyal to God’s Word and the testimony of Jesus Christ as stated in the Statement of Faith of this church. It is understood that this section shall not necessarily be applicable to the use of the Benevolence Fund, which is used to support people in need.

ARTICLE VI: GOVERNMENT

The final governmental authority of this church shall be vested in the body of believers who comprise its membership (I Peter 2:9). It shall be a locally autonomous body under the jurisdiction of no other ecclesiastical authority. It acknowledges the Lord Jesus Christ as its only Head, and receives the Scriptures as its supreme guide in matters of faith, order, and discipline. The system of government and church officers shall be described in the bylaws under Article II (Government).

ARTICLE VII: BYLAWS

The Bylaws are adopted, ordained, and established for government, plan of worship, and service. In case of conflict, the Constitution takes precedence over a Bylaw.

ARTICLE VIII: DISSOLUTION

Members of this church have no church property rights, and upon termination of membership, they shall be entitled to no personal interest in the church's assets. In the event of the dissolution of the corporation, property of the church shall be distributed as follows: All property, real or personal, owned by this corporation shall be and hereby is irrevocably dedicated to Christian purposes and uses, and upon liquidation, dissolution, or abandonment of the corporation, shall not ensue to the benefit of any private person, except a fund, foundation, or corporation organized and operated for evangelical Christian purposes consistent with the Statement of Faith in Article III of this Constitution.

ARTICLE IX: COVENANT

Webster's dictionary defines a covenant as "a written agreement or promise usually under a seal between two or more parties especially for the performance of some action." We find a number of examples of covenants in the Scriptures, some between God and man (Genesis 6, 9, 15; Exodus 20; Hosea 2; Jeremiah 31; Matthew 26), while others are between men (I Samuel 18, II Samuel 5). While focusing on the responsibilities of the corporate church body and her individual members, the covenant is first and foremost a promise made to God for His glory and the good of the body of Christ.

Having received Christ as my Lord and Savior, having been baptized, being in agreement with Calvary's purpose, mission, doctrinal statement, and structure, and being led by the Holy Spirit, I now unite myself with the Calvary Baptist Church family. In doing so, I commit myself to God and to the other members to do the following:

With the help of the Holy Spirit I covenant...

- To submit to the authority of the Scriptures as the final arbitrator on all issues (Psalm 119; II Timothy 3:14-17; II Peter 1:19-21).
- To pursue the Lord Jesus Christ through regular Bible reading, prayer, fellowship and practice of spiritual disciplines (Luke 18:1; Acts 17:11; I Corinthians 9:24-27; Ephesians 5:1-21).
- To follow the command and example of Jesus by participating in the ordinances He has given to His church, by being baptized after my conversion, and by regularly remembering and celebrating the Gospel through communion (Matthew 28:19; I Corinthians 11:23-29). To regularly participate in the life of Calvary Baptist by attending weekly services, engaging in biblical community (e.g. fellowship groups, ministry activities, Sunday school), and serving those within and outside of this church. Engaging in biblical community includes walking with my church family in Christian love, remembering them in prayer, aiding them in sickness and distress, encouraging and exhorting them in all wisdom, being courteous in speech and slow to take offense, always ready for reconciliation (John 13:34-35; Acts 2:42-47; Hebrews 10:23-25; Titus 3:14).

- To diligently seek the salvation of my family, friends, neighbors, co-workers, and anyone that God puts into my life, through intentionally sharing the Gospel and through a pure and loving example. To support the efforts of this church to declare the good news of Jesus Christ and make disciples of all nations (Matthew 28:18-20; Mark 16:15; John 20:21; Acts 1:8).
- To steward the resources God has given me, including time, talents, spiritual gifts, and finances. This includes regular financial giving, service and participation that is sacrificial, cheerful, and voluntary (Matthew 25:14-30; Romans 12:1-2; II Corinthians 8-9; I Peter 4:10-11).
- By God's grace through the power of the Holy Spirit, to walk in holiness in all areas of life as an act of worship to Jesus Christ (I Peter 1:13-16, 4:1-3).
- To take seriously the responsibility of Christian freedom, especially actions or situations that could present a stumbling block to another (Romans 14:14-23; I Corinthians 8:1-13).
- To submit to the discipline of God through His Holy Spirit by:
 - Following the Biblical procedures for church discipline where sin is evident in another – the hope of such discipline being repentance and restoration (Matthew 18:15-20; Galatians 6:1).
 - Receiving righteous and loving discipline when approached biblically by fellow believers (Psalm 141:5; Matthew 18:15-20; I Corinthians 5:9-13; Hebrews 12:5-11).
- To do the following when I sin:
 - Confess my sin to God, repent and seek help to put my sin to death (Romans 8:13; Colossians 3:5; James 5:16; I John 1:6-10).
- To submit to the Elders and other appointed leaders of the church as they submit to the authority of the Scriptures and to be diligent to strive for unity and peace within the church (Ephesians 4:1-3; Hebrews 13:17; I Peter 5:5).

ARTICLE X: AMENDMENTS

SECTION 1: This constitution may be amended by a three-fourths vote of at least twenty-five percent of the church membership.

SECTION 2: All proposed amendments to this constitution must be posted in writing at least thirty (30) days prior to a vote at a regular or special business meeting.

SECTION 3: If there is a revision of, or an amendment to, the bylaws of this church, the revocation date of the Bylaws stated in the Preamble of the Constitution shall change accordingly.

SECTION 4: The Statement of Faith in this constitution may not be altered or amended to weaken the Scriptural and evangelical standards.

SECTION 5: No part of this constitution shall conflict with the Articles of Incorporation of this organization.

**BY LAWS OF
CALVARY BAPTIST CHURCH**

ARTICLE I: MEMBERSHIP

SECTION 1: Reception of New Members

Any person meeting the qualifications of Article IV of the Church Constitution may be received into the membership upon confession of faith, or restatement of faith, subsequent to a satisfactory interview with designated members of the Elders of the church. The Elders shall have the authority to make the final decision as to qualification for membership and will announce the new member to the congregation at a regular worship service.

(A) Qualifications for Membership

Members of this church shall meet the following qualifications:

- (1) They testify to a personal faith in Jesus Christ.
- (2) They have been baptized by immersion.
- (3) They accept the church's Statement of Faith (Article III of Church Constitution).
- (4) They endorse the duties and responsibilities of the church covenant (Article IX of Church Constitution).

(B) Steps to Membership

Candidates for church membership shall:

- (1) express their desire for membership.
- (2) attend the membership class.
- (3) be examined as to their qualifications for membership.
- (4) be presented by name to the Council of Elders.
- (5) have their names posted two weeks in advance of further action.
- (6) be officially welcomed into membership.

(C) Termination of Membership

Membership in this church may be terminated upon request, upon acceptance into the membership of another church, for prolonged inactivity, or as a disciplinary action.

SECTION 2: Responsibility of Members

Members are expected to wholeheartedly participate in, give to, and support the ministries of the church. They are to joyfully support, encourage, edify, pray for, and fellowship with other members and regular attendees of the body. They will accept encouragement, teaching support, and discipline from other members of this body.

(A) Active members may:

- (1) participate in all church ministries and programs.
- (2) serve in any lay ministry position for which they qualify.
- (3) vote in congregational elections if at least eighteen years old.
- (4) serve in elected lay leadership positions for which they qualify.

SECTION 3: Inactive Members

Inactive members shall be defined as those who voluntarily absent themselves from the church services for a period of six months or more. Inactive members shall be notified and then removed from the membership roll. Inactive members may be reinstated by action of the Council of Elders upon the written request of the inactive member.

Members whose whereabouts remain unknown or who willfully neglect attendance for six months and resist restoration to fellowship may be removed from membership.

Inactive Members in Good Standing: Those who are absent because they are sick, in the Lord's service, in the Armed Forces, in school, or otherwise physically hindered from being in the regular church services may be classified as an inactive member in good standing as determined by the Council of Elders or by the request of the member.

Inactive status means loss of voting privileges and decreases the count needed for a quorum.

SECTION 4 : Associate Members

Associate membership status is for those members who desire to be associated with the church on a limited basis. This status would apply to, but not be limited to, college students, non-residents, military personnel, and those who are away from the area frequently or for lengthy periods of time. Associate members meet the qualifications of Article I, Section 1A and have completed the process of Article I, Section 1B.

Associate members may:

- (1) participate in all church ministries and programs.
- (2) serve in lay ministry positions, with the exception of elected positions.
- (3) not vote in congregational elections.

SECTION 5: Church Discipline

- (A) Grounds: Grounds for discipline of any member include persistent unbiblical behavior or unbiblical belief.
- (B) Goal: The goal of church discipline is to restore the person being disciplined. (I Corinthians 5:5; Galatians 6:1; Matthew 18:15)
- (C) Procedure: The proper procedure for church discipline is described in Matthew 18:15-17, I Corinthians 5:1-13, and Galatians 6:1. The individual will be notified in writing prior to the presentation of the problem to the entire congregation.

Termination of membership as a disciplinary action takes place upon recommendation of the Council of Elders.

Notification of pending and actual terminations will be given to members involved whenever possible.

- (D) Restoration: Disciplined individuals may apply for restoration to the fellowship by meeting with the Elders and seeking such restoration. Sincere repentance must be evident at such a meeting. (II Corinthians 2:5-11)

ARTICLE II: GOVERNMENT

This church is incorporated under the laws of the State of California as Calvary Baptist Church of Santa Barbara, California.

SECTION 1: Congregation

Ultimate authority in church government will reside in the members of the congregation. The members will annually elect the members of a group of men known as the Council of Elders. Once this confirmation is given, the authority of the congregation will be considered to reside with the Council of Elders except for: changing the Constitution or Bylaws, calling all vocational members of the pastoral staff, dismissing vocational Pastor/Elders, acquisition or disposition of church real property, approval of the annual budget or cumulative changes of over three percent to the annual budget, and any other items the Council of Elders deems necessary to bring to the congregation.

SECTION 2 : Officers

- (A) Officers of the Church

The officers of the church shall be Elders, Deacons, and Deaconesses. Officers shall be elected to office by a vote of the membership as provided in these Bylaws.

- (B) Officers of the Corporation

Corporate officers shall include the chairman, secretary, and treasurer. The church membership shall annually affirm the corporate officers from among the Elder Council and Diaconate. The majority of the corporate officers must be non-compensated members of the Elder Council or Diaconate.

(C) Selection

The Holy Spirit prompts men and women to leadership. Only He knows their hearts and motives. His choices, however, must be expressed through human agency. Selection will be made on the basis of scriptural qualifications. This process of selection and that of confirmation must never compromise the requirements of the office to insure the provision of an adequate number of candidates.

To select officers of the church, the Council of Elders will seek the names of potential candidates who meet all of the qualifications of the office. The Council of Elders will prayerfully examine and recommend these candidates to the congregation for election.

(1) Leadership Nomination Process

- (a) During the course of the year, members shall submit the names of members as prospective candidates for the offices of elder, or deacon/deaconess. Individuals whose names are submitted no later than two months prior to the December membership meeting will be considered by the Council of Elders for inclusion on the ballot at that meeting. Such consideration shall only be on the basis of the biblical qualifications for the office in question. The Council of Elders may consider individuals at other times to fill a vacant position or to expand the current leadership.
- (b) At least one member of the Council of Elders will contact eligible persons whose names were submitted by the congregation to verify that they are willing to serve in a leadership role.
- (c) The Council of Elders will review and prayerfully consider the names of willing servants and ask eligible persons to complete a questionnaire and participate in an interview process. Both the Council of Elders and the candidate will prayerfully consider the candidate's call to and fitness for church leadership.
- (d) As led by the Holy Spirit, the Council of Elders will present a list of proposed nominees to the congregation for their prayerful consideration. This list will be made available to the congregation no later than one month prior to the membership meeting at which the election will take place. During this time, the congregation is encouraged to consider each individual's fitness for church leadership as measured against scriptural qualifications. Concerns or questions regarding one or more proposed nominees should be made known to one or more current elders within two weeks of the posting of the list.
- (e) In the absence of credible concern for the candidate's fitness for leadership, candidates will be nominated for the office of elder, deacon, or deaconess and will appear on the ballot at the next membership meeting.

(2) General Elections

- (a) A general election of church officers other than vocational Pastor/Elders is held annually.

- (b) The ballot that lists all candidates for elders, deacons, and deaconesses is posted at least two weeks prior to the election.
- (c) Election for each candidate is by three-fourths vote of at least twenty-five percent of the church membership.
- (d) Abstention votes shall not be counted in calculating the percentage for or against.
- (e) Voting shall be by secret ballot.
- (f) There will be no limit to the number of consecutive terms an officer may serve if he or she serves well and is not disqualified.

(3) Special Elections

- (a) Special elections may be called as needed throughout the year to fill vacancies for the positions of elder, deacon, and deaconess.
- (b) Special elections must follow the same rules as in General Elections above.

(4) Pastoral Search Committee

- (a) The Council of Elders appoints a Pastoral Search Committee whenever there is a vocational Pastor/Elder vacancy to be filled.
- (b) A Pastoral Search Committee matches this church's pastoral qualifications and specific ministry requirements against candidate backgrounds and capabilities.
- (c) It prepares a list of candidates for review by the Council of Elders and arranges interviews and church sessions with recommended candidates.
- (d) The committee brings the approved candidate to the membership for its vote.

(5) Vocational Pastoral Elections

- (a) A candidate for the office of vocational Pastor/Elder is voted on at a congregational meeting called for that purpose and announced at least two weeks in advance.
- (b) Election is by a three-fourths vote of at least twenty-five percent of the church membership.

(D) Removal.

- (1) Resignation: An officer may resign his office at any time if he is no longer able to discharge the duties of the office.
- (2) Grievance: Where a grievance exists against an officer either due to the adherence to and propagation of beliefs contrary to the beliefs of the church as set forth in Article III of its Constitution or to alleged conduct on his part calling into question his qualifications to continue in office, such grievance may be brought

before the Council of Elders by any two members of the church. The Council of Elders will conduct a thorough investigation and consider if the grievance is true and substantial. Any decision regarding discipline of a member of the Council of Elders will be made by the Council members eligible to vote. Any Council member being investigated shall not participate in the investigation or vote. An officer must resign when the Council of Elders, by unanimous consent, determines it would be in the best interest of the church.

SECTION 3: Vocational Pastor/Elders

(A) Definition

Vocational Pastor/Elders of the church are men who, in response to God's call upon their lives, have devoted their vocational lives to the ministry of the Word and prayer in service to the Church. Any changes to a vocational pastor/elder's assigned functions and duties will be approved by the Council of Elders. They will be men of true Christian experience and established character. He will qualify for the office according to the standards of I Timothy 3:2-7 and Titus 1:6-9. He will, upon accepting the call of the church, become a member of the church and be in full accord with its Statement of Faith. He will be a voting member of the Council of Elders Pastors of this church are called and financially supported by the church membership (I Timothy 5:17-18; Galatians 6:6).

The call of a vocational Pastor/Elder may take place at any regular or special business meeting. A vocational Pastor/Elder must receive a three-fourths vote of at least twenty-five percent of the church membership at such a meeting and will be called for an indefinite period of time.

(B) Accountability

The Pastor/Elder of Preaching and Teaching is a mutually submissive member of the Council of Elders, and accountable to the Council of Elders. Other members of the Pastor/Elder staff, though also accountable to the Council of Elders, operate under the day-to-day supervision of the Pastor of Preaching and Teaching.

(C) Dismissal of a Vocational Pastor

No accusation will be brought against a Pastor/Elder except on the witness of at least two members in good standing (ITimothy 5:19-21). The matter will be taken to the Council of Elders for investigation and resolution. If the accusation is not resolved by the Council of Elders, either the Council of Elders or the affected Pastor/Elder may request consideration at a special business meeting for final decision by a two-thirds vote of at least twenty-five percent of the church membership.

Calvary Baptist Church is an at will employer. If a vocational Pastor/Elder desires to resign, a 30 days' notice will be given in writing.

If the congregation or Council of Elders desires his termination, the termination of a vocational Pastor/Elder's ministry will be decided by a two-thirds vote of at least twenty-five percent of the church membership at a regular or special business meeting.

(D) Pastoral Staff

The Pastor of Preaching and Teaching shall direct other vocational pastoral and administrative staff. He will recommend to the Council of Elders the positions he feels necessary to fulfill the ministry needs of the church. Any alteration of the budget for additional staff will require congregational approval.

(E) Marriage Ceremonies

- (1) Any marriage performed on church premises shall be officiated by a licensed or ordained man.
- (2) Approval by the Council of Elders is required for men officiating marriage ceremonies on church premises, for anyone not employed by the church.
- (3) The Pastor/Elder assigned by the church to implement the procedures contained above may, in his sole discretion, decline to make church facilities available for, and/or decline to officiate at, a ceremony when, in his judgment, there are significant concerns that one or both of the applicants may not be qualified to enter into the sacred bond of marriage for theological, doctrinal, moral, or legal reasons.
- (4) Pastor/Elders employed by the church shall be subject to dismissal and/or loss of ordination for officiating a same gender marriage ceremony.
- (5) Applicants:
 - (a) Approval by the Council of Elders is required for applicants wishing to have a ceremony performed by a Pastor/Elder employed by the church, or to use the church facilities.
 - (b) Applicants shall receive an appropriate number of hours of premarital counseling as determined by the Pastor/Elder or counselor assigned by Calvary Baptist Church.

SECTION 4: Council of Elders

- (A) Composition: The Council of Elders shall be composed of at least five men, both non-vocational Elders and vocational Elders, with the total number set by the Elders as determined by the needs of the church and the availability of qualified men to serve. There shall be a majority of non-vocational Elders serving on the council. An Elder shall continue to serve as long as he remains qualified and willing to do so.

These numerical requirements may be set aside, on a temporary basis for a stated, limited time, as need arises, with affirmation by the active membership in a duly-called membership meeting, according to Article III, Section 1. This temporary provision would require a majority vote of at least twenty-five percent of the membership.

(B) Qualifications: Elders and candidates for the office of Elder shall meet the qualifications of Scripture, specifically I Timothy 3:1-7, Titus 1:6-9, and I Peter 5:1-4. The Council of Elders shall provide the interpretation for each characteristic.

- (1) Male I Timothy 3:1, 2; Titus 1:6
- (2) Desire I Timothy 3:1; I Peter 5:2
- (3) Above Reproach I Timothy 3:2
- (4) The Husband of One Wife I Timothy 3:2; Titus 1:6
- (5) Temperate and Self-Controlled I Timothy 3:2; Titus 1:8
- (6) Sensible, Prudent, Reasonable I Timothy 3:2
- (7) Respectable, Honorable I Timothy 3:2
- (8) Hospitable I Timothy 3:2; Titus 1:8
- (9) Skilled in Teaching I Timothy 3:2; Titus 1:9; Acts 20:28-31
- (10) Not Addicted to Wine I Timothy 3:3; Titus 1:7
- (11) Not Pugnacious or Belligerent I Timothy 3:3; Titus 1:7
- (12) Gentle I Timothy 3:3
- (13) Peaceable I Timothy 3:3; Titus 1:7
- (14) Not a Lover of Money I Timothy 3:3; Titus 1:7; II Cor. 9:6-7; I Peter 5:2
- (15) Leader of a Well-Ordered Household I Timothy 3:4-5
- (16) Children Who Believe Titus 1:6
- (17) A Mature Believer, Not a New Convert I Timothy 3:6
- (18) A Good Reputation With Non-Believers I Timothy 3:7
- (19) Blameless Titus 1:7
- (20) Humble Titus 1:7; I Peter 5:3
- (21) Lover of Goodness Titus 1:8
- (22) Just or Upright Titus 1:8
- (23) Devout, Holy Titus 1:8

Candidates for the office of Elder must be members of the church for at least one year.

(C) Responsibilities: The primary responsibility of Elders is to provide oversight of the church and to shepherd the flock of God (I Peter 5:1-2).

- (1) They shall be responsible for the stewardship of truth in the teaching of the church and for guarding against false doctrine (Acts 6:1-7, 20:26-32; I Timothy 3:2, 5:17).
- (2) They shall be responsible for determining the spiritual direction of the church including the organization of ministry.
- (3) They shall oversee the general administration and operation of the church including the establishment of policies and procedures.
- (4) They shall oversee and administrate church discipline.
- (5) They shall interview prospective members as to their faith and Christian walk.
- (6) They shall oversee the appointment and process of nominating potential officers of the church.
- (7) They shall oversee and approve the hiring of all church staff.
- (8) They shall oversee and appoint a search committee when pastoral staff is needed.
- (9) They shall have charge of the Benevolent Fund, to see that it is used to relieve the poor, needy, sick, and distressed.

(D) Organization: The Council of Elders shall organize itself as it determines best to shepherd the flock and accomplish the mission of the church and shall review the way it is organized at least once each year to ensure the needs of the church are being addressed properly. The organizational structure may include

establishing positions of oversight such as those responsible for specific ministries, operations and administration subcommittees, and others as deemed necessary.

The Council of Elders shall elect each year a chairman, a vice-chairman, and a secretary from its non-vocational members.

Service as chairman or vice-chairman shall not exceed two consecutive one-year terms. The chairman will call meetings and preside over the Council of Elders.

(E) Decision-Making Process: The Council of Elders will approach decisions in prayerful dependence on the Holy Spirit. They will make decisions on the basis of unanimity. If there is initial disagreement on an issue and subsequent discussion does not resolve the disagreement, the Council of Elders will postpone the decision, study more, and pray until they come to unanimous consent.

Only non-vocational members of the Council of Elders may vote on salary and related benefits for the vocational Pastor/Elders. If the spouse or relative of a compensated pastor or staff member is serving on the Council of Elders, he may not vote on salary and related benefits of that Elder or staff member.

A quorum shall consist of at least seventy percent of the members of the Council of Elders.

(F) Authority: The authority of the Council of Elders shall be collective. Elders' interaction with pastors or staff must recognize the lack of authority vested in any individual except when explicitly authorized by the Council. Elders' interaction with the public, press, or other entities must recognize the same limitation and inability of any Elder to speak for the Council except to repeat explicitly stated Council decisions.

(G) Ad hoc committees: The Council of Elders has the authority to create ad hoc committees and positions to which it may delegate any aspect of its responsibility. The Council of Elders may also dissolve any ad hoc committee or position which it created. The Council of Elders also has the authority to appoint members of the church to serve as members of such committees and to act as its agents in such positions.

(H) Meetings: The Council of Elders will meet twice monthly unless otherwise agreed. It will meet with the church family as often as necessary to communicate and interact with the church family.

(I) Accountability: Members of the Council of Elders are accountable to the congregation, who at each annual congregational business meeting will have the opportunity to confirm, reaffirm, or remove each individual Council member. In addition, each member of the Council of Elders is at all times accountable to the rest of the Council members.

SECTION 5 : Diaconate

(A) The Diaconate shall consist of those who serve in the office of Deacon and Deaconess.

(B) Qualifications

(1) Deacons and candidates for the office of Deacon shall meet the qualifications of Scripture, specifically I Timothy 3:8-13 and Acts 6:1-3. The Council of Elders shall provide the interpretation for each characteristic.

- (a) Serious I Timothy 3:8
- (b) Not double-tongued I Timothy 3:8
- (c) Not addicted to much wine I Timothy 3:8
- (d) Not greedy for gain I Timothy 3:8
- (e) Pure conscience I Timothy 3:9
- (f) Tested I Timothy 3:10
- (g) Blameless I Timothy 3:10
- (h) Husband of one wife I Timothy 3:12
- (i) Ruling their children and own houses well I Timothy 3:12
- (j) Good reputation Acts 6:3
- (k) Full of the Holy Spirit and wisdom Acts 6:3

Candidates for the office of Deacon must be members of the church for at least one year.

(2) Deaconesses and candidates for the office of Deaconess shall meet the qualifications of Scripture, specifically I Timothy 3:11 and Romans 16:1-2. The Council of Elders shall provide the interpretation for each characteristic.

- (a) Dignified I Timothy 3:11
- (b) Not slanderers I Timothy 3:11
- (c) Sober minded I Timothy 3:11
- (d) Faithful in all things I Timothy 3:11
- (e) A helper of many Romans 16:2

Candidates for the office of Deaconess must be members of the church for at least one year.

(C) Responsibilities

The New Testament words which refer to a Deacon simply mean servant and service. The role of the Diaconate is one of serving. In that regard:

- (1) The primary role of the Diaconate is to assist the Elders so that they can devote their time to the oversight and shepherding of the church (Acts 6:1-6).
- (2) The Diaconate shall assist the Elders in the shepherding of the congregation. This may include leadership or caring responsibilities for a small group, a Sunday School class, or a group of individuals/families assigned by the Elders.
- (3) They shall aid the Elders as called upon in the administration of the Lord's Supper, baptism, worship services, prayer meetings, visiting the sick and sorrowing, visiting the membership, and participating in outreach ministries.

- (4) They may be assigned the responsibility of representing the Elders on various committees of the church.

(D) Accountability

The Diaconate is accountable to the Council of Elders which will have the responsibility of overseeing the Diaconate.

(E) Meetings

The Diaconate is not a board and is not required to meet as such.

(F) Organization

The Diaconate will be organized according to the current needs of the church as determined by the Council of Elders. Members of the Diaconate will be available to serve on ministry teams, committees, commissions, or in other capacities the Council of Elders deems necessary.

SECTION 6 : Support Staff

The support staff (secretaries, custodian, etc.) shall serve under the direction of the Pastor of Preaching and Teaching. Support staff members shall be recruited and hired according to processes set by the Council of Elders. Such hiring shall not exceed the approved budget, unless a budget change is approved by the Elders and then confirmed by a vote of the congregation at a duly called meeting.

SECTION 7 : Treasurer

The church treasurer will oversee the recording of the church income and disbursements and preparation of quarterly and annual financial reports.

- (A) The treasurer is responsible for the receiving and processing of all church funds.
- (B) The treasurer will be appointed annually by the Council of Elders.
- (C) A member of the Council of Elders may serve as the treasurer.
- (D) The treasurer will not be a staff person or the spouse or relative of a staff person.
- (E) There is no limit to the number of years a treasurer may serve.

SECTION 8 : Standing Committees

The Council of Elders shall oversee the formation of standing committees and commissions. It shall provide oversight and support to the standing committees.

The standing committees shall be Finance/Admin, Property, and Missions.

At their formation, they shall compose or review their job description and elect officers.

ARTICLE III : MEETINGS

SECTION 1: Business Meetings

- (A) A church moderator will preside at all church business meetings. This will be the chairman of the Council of Elders or his designate.
- (B) The order of conduct is governed by Robert's Rule of Order.
- (C) The presence of at least ten percent of the membership is necessary to transact business, except in the case of a pastoral call, dismissal of a pastor or elder or deacon, or Bylaw amendment which require the presence of at least twenty-five percent.
 - (1) All active regular church members are eligible to vote.
 - (2) There is no absentee voting.
 - (3) Secret balloting is required for:
 - (a) Votes on candidates for any church office.
 - (b) Votes on dismissal from any church office.
 - (c) Votes on financial matters.
 - (d) Any other vote when requested by a majority of the membership transacting business.
- (D) The church moderator appoints three tellers who, at the time of voting, distribute, collect, and report to the moderator in writing the number of ballots cast, the number of votes received by each candidate by the name, and the election results.
- (E) The church moderator announces the results of the voting before the conclusion of the business meeting.

SECTION 2: Regular Meetings

Church business meetings will be held semi-annually.

SECTION 3: Special Meetings

- (A) Special church business meetings may be called at any time by the Council of Elders.
- (B) The type of business to be considered is specified at the time a meeting is called.
- (C) A two-week notice is required unless waived by a majority vote of fifty percent of the membership.
- (D) Pastoral elections or dismissals may take place at special meetings.

SECTION 4: Reports

- (A) Written reports on church activities and financial reviews are submitted by the Council of Elders, Pastoral staff, treasurer, standing commissions, and ministries to the membership quarterly.
- (B) The Council of Elders, or the appropriate designate, arranges an audit of the church books and a report is submitted to the membership whenever necessary.

ARTICLE IV: FISCAL OPERATIONS

SECTION 1: Fiscal Year

The fiscal year is January 1 through December 31.

SECTION 2: Budget

- (A) The Council of Elders, in cooperation with the treasurer and Finance/Admin committee, will present an annual budget to the congregation for its vote prior to the next fiscal year.
- (B) Cumulative unbudgeted expenditures of more than three percent of the total annual budget, excluding designated gifts, are voted on by the membership.
- (C) Designated gifts are received and expended at the discretion of the Council of Elders within the terms of the gift.

ARTICLE V: AMENDMENTS

- (A) Any part of these Bylaws may be amended.
- (B) Amendments must not conflict with the church Constitution.
- (C) The membership is notified about proposed amendments at least two weeks before they are voted on at a business meeting.
- (D) Amendments are passed when they receive the majority vote of at least twenty-five percent of the church membership.