

CONSTITUTION OF CALVARY COMMUNITY CHURCH *Revised and Adopted May 18, 1997* *(Last Amended 11/12/23)*

PREAMBLE

We, the fellowship of Calvary Community Church, structured as an interdenominational Christian body, duly organized and incorporated under the laws of the State of Washington, in order to honor the Lord Jesus Christ, and to provide opportunities for worship, redemptive outreach, fellowship, counsel and instruction in the Holy Scriptures, and protect our doctrinal belief as hereafter set forth, do ordain and establish this Constitution.

ARTICLE I NAME

Calvary Community Church

ARTICLE II PURPOSE

SECTION 1. To establish and maintain a place of worship and training.

SECTION 2. To share the Christian faith with others at home and on the foreign field. SECTION 3. To administer the ordinances of Water Baptism by immersion and the Lord's Supper. SECTION 4. To establish and maintain such departments as may be necessary for an effective ministry. SECTION 5. To assist the needy.

SECTION 6. To license and ordain ministers.

SECTION 7. To have the right to purchase or acquire by gift, bequest, or otherwise, either directly or as trustee, and to own, hold in trust, use, sell, convey, mortgage, lease or otherwise dispose of any real estate or chattels, and to borrow money and to issue its obligations therefore as may be necessary for the furtherance of its purpose.

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ARTICLE III TENETS OF FAITH

PREAMBLE: From the earliest days of our existence, Christians have produced statements that seek to

encapsulate the key teachings of the Christian faith. This tendency can be seen in the brief Jesus centered creeds embedded in the Bible itself in places like I Corinthians 15:3-4 and Philippians 2:6-11. This tendency to create statements of faith continued beyond the Apostolic Age, finding noteworthy expression in the production of the Nicene Creed and the Definition of Chalcedon, among other instances. In keeping with this legacy and honoring what has been said before, Calvary Community Church has sought to make clear those doctrines which it feels are of particular significance in its understanding of the gospel. The statement of faith that follows here does not exhaust the extent of our beliefs. And it must be borne in mind that the Bible itself, as the infallible Word of God, is the ultimate authority in all that we believe. Nevertheless, it is our view that this statement faithfully captures the Bible's most essential teachings. Should a controversy ever arise as to the appropriate interpretation of this statement of faith, our Senior Pastor and Elders shall stand as Calvary Community Church's final interpretive authority concerning its meaning and application.

CONCERNING THE BIBLE: We believe that the Holy Scriptures are given by inspiration of God, by which we mean that the books which form the canon of the Old and New Testaments as originally given are entirely inspired and free from all error in the whole and in part. These books constitute the written Word of God, the only infallible rule of faith and conduct. (II Timothy 3:16; II Peter 1:19-21; Deuteronomy 29:29)

CONCERNING GOD: We believe in the one true God, eternal, infinite in glory, wisdom, knowledge, holiness, justice, power, and love, everywhere present, one in His essence, but eternally subsistent in three Persons: Father, Son, and Holy Spirit. God exists by virtue of His own intrinsic necessity, and He is ultimately responsible for the existence of all other things as their Creator. (Isaiah 44:6; Matthew 28:19; John 15:26; Genesis 1:1; John 1:3)

CONCERNING JESUS: We believe that Jesus of Nazareth is the Lord, the incarnation of the Second Person of the Trinity in human form—fully God and fully Man. We believe in His virgin birth, His status as the only begotten Son of God, His sinless life, the eternal all-sufficiency of His atoning death on the Cross, His bodily resurrection, and His ascension to the Father's right hand. (John 1:1, 14; Matthew 1:18-25; Hebrews 4:15; Mark 15:22-37; Luke 24)

CONCERNING THE HOLY SPIRIT: We believe that the Holy Spirit, Who is the Third Person of the Trinity, regenerates, indwells, baptizes, fills, seals, and anoints all who become children of God through Christ. (John 3:5; Ephesians 1:13-14; Romans 8:9; I Corinthians 12:13; Galatians 5:16-25)

CONCERNING HUMANITY:

[1] We believe that Man was created by a definite act of God in His own image and is dependent upon and accountable to his Creator. By virtue of being made in God's image, all human life is sacred and of inestimable worth in all its dimensions, including pre-born babies, the aged, the physically or mentally challenged, and individuals at every other stage or condition from conception through natural death. (Genesis 1:26-27; Psalm 8:4-6)

[2] Just as God created humanity such that all people possess an equal and uniform intrinsic worth, He has also created us with a variety of virtuous distinctions. Chief among these is God's division of

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humanity into men and women—a division that is fundamental, intractable, and grounded in the male and female bodies with which He has blessed us. As an entailment of this division, God has endowed us

with the capacity for sexual congress, a capacity that He intends to be expressed only within lifelong monogamous marriages between a man and a woman—unions which have joy, mutual support, and procreation among their various ends. (Genesis 2:18-15; Mark 10:6-9; Proverbs 30:18-19; 1 Corinthians 11:14-16; 1 Corinthians 6:9-10, cp. Deuteronomy 22:5)

[3] Despite our blessedness, through disobedience the first humans sinned and fell from their original state of moral perfection. Thus they brought upon themselves the penalty of sin: spiritual and physical death. We believe that these conditions—spiritual death, or the universal depravity of human nature, and mortality—have been transmitted to the entire human race, and hence that every child of Adam is born into the world with a nature that is inherently corrupt, and which cannot be spiritually changed by mere reformation apart from divine grace. (Jeremiah 17:9; Romans 3:22-23, 5:12-21; Ephesians 2:1-3, 12)

CONCERNING SALVATION: We believe that salvation from sin and the ultimate consequences thereof is by grace through faith. Salvation is the free gift of God, neither merited nor secured in part or in whole by any virtue or work of man, but received only by repentance and personal faith in the Lord Jesus Christ. This salvation affects the whole man, and apart from Christ there is no possible salvation. (Ephesians 2:8-9; John 1:12; Titus 3:5; John 10:28; Philippians 1:6; Acts 4:12)

CONCERNING THE RETURN OF JESUS: We believe that, in God's perfect timing, Jesus will return bodily and visibly to judge the world, to fulfill His redemptive purposes for mankind and all creation, and to establish the direct and visible rule of God in the world. (Revelation 19:11-16, 20:4-7; I Thessalonians 4:13-18; Hebrews 10:37)

CONCERNING THE AFTERLIFE: We believe that at death the souls of the redeemed are made perfect in holiness and enter into the presence of Christ, enjoying conscious fellowship with Him, there to await the resurrection of the body and, subsequently, an eternity of embodied bliss in the presence of God in the context of the New Heavens and the New Earth. The spirits of the unsaved at death are kept until the final day of judgment, at which time their bodies shall be raised from the grave, they shall be judged, and cast into Hell, the state of final and everlasting punishment. (I Corinthians 15; II Corinthians 5:8-10; Revelation 20:11-15)

CONCERNING THE CHURCH: We believe that the church can be spoken of in two distinct aspects. In one sense, the church is that one comprehensive body of the redeemed from all times and all places—both living and dead—who look to the Lord for their salvation. In another sense, a church is a local congregation of believers, of which there are many, who gather together to practice New Testament ordinances, to participate in worship, prayer, fellowship, teaching, and service, and to carry out the Great Commission. The church, in both these aspects, is important, and both should be supported. (Matthew 28:19-20; Acts 2:41-42; Ephesians 1:22-23)

CONCERNING THE ORDINANCES: We believe that the ordinances given to the local church are two: baptism and the Lord's Supper. Baptism is a once-only act of conversion, the immersion of a believer in water, thus portraying the death, burial, and the resurrection of Jesus Christ and publicly expressing the believer's solidarity with Jesus. The Lord's Supper is the regular and repeated act of partaking of the bread and cup by the believer, patterned on Jesus's Last Supper, as a continuing memorial of the crucified body and shed blood of Christ. (Matthew 28:19-20; Acts 8:38-39; Romans 6:3-4; I Corinthians 11:23-34; Matthew 26:26-38)

CONCERNING GOD’S INVOLVEMENT IN THE WORLD: We believe that God is actively involved in the world today. God sustains the world in being, providentially caring for His creation through a variety of predictable processes He has set up within it—what are often called the regularities or laws of nature. At the same time, we believe that God has demonstrated a willingness to transcend these processes and that He sometimes acts in a more direct and miraculous fashion. As a result, while we are grateful for scientific advancement and accept such progress as part of God's unfolding plan, we believe it is appropriate to petition God for miraculous interventions as needed, so long as such interventions are in keeping with God’s character as revealed in the Bible and do not become distractions. Such appropriate petitions include requests for the miraculous healing of both the physical and emotional health issues of human beings. (James 5:14-15; Acts 28:8; Mark 6:13)

CONCERNING SECULAR GOVERNMENT: We believe that the government is an institution approved by God. The lawful powers that be, while human and capable of error, are ordained by God as ministers of good to the governed. It is a Christian’s duty, therefore, to honor secular authority, to seek its wellbeing through prayer, and to obey the laws of his land insofar as such obedience is consistent with his prior and ultimate commitment to God and to God’s Word. (Matthew 22:15-21; Romans 13:1-7; I Timothy 2:1-3)¹

ARTICLE IV

DISCIPLINES OF CHURCH MEMBERSHIP

The members of Calvary Community Church, as a part of our life together and our efforts to grow in holiness befitting the people of God, resolve to cultivate the following disciplines:

THE DISCIPLINE OF SUBMISSION. Mindful of both His authority and His love for us, we shall submit to Jesus as Lord in every aspect of our lives. (John 14:15; Luke 6:46-49)

THE DISCIPLINE OF PRAYER. As a people created to know our Maker in a loving relationship, we shall commune with God in prayer regularly, the emphasis being on private prayer. (I Thessalonians 5:17; Luke 18:1-8; Matthew 6:6)

THE DISCIPLINE OF STUDY. Blessed as we are with a definitive written record of the truth of God, we shall read the Scriptures reverently, thoughtfully, and consistently. To better understand the Lord and His works, we shall also study other Christian literature in a discerning way. (Psalm 119:105; Matthew 4:4; Ecclesiastes 12:11)

THE DISCIPLINE OF EVANGELISM. As the church is called to make disciples, each of us will use the opportunities we have to share the gospel with others, inviting them to embrace the Good News and all that goes with it. (Matthew 28:19-20; I Peter 3:15)

THE DISCIPLINE OF WORSHIP. Because we have been so richly blessed—not only with the spiritual fatherhood of God but also with the brotherhood of fellow believers—we shall faithfully participate in the public, collective worship of God, honoring our Savior and encouraging one another. (John 4:23-24; Hebrews 10:24-25)

THE DISCIPLINE OF SERVICE. Seeing that each of us have different skills and abilities that can be used in the service of God and His people, we shall minister to one another—both individually and as a community—in whatever ways are needed and wholesome. (John 13:3-15; Philippians 2:1-8; I Corinthians 12:12-26)

THE DISCIPLINE OF TITHING. Agreeing together regarding the value of Christian community and the gospel ministry, we shall give a definite portion of our income to the promotion of the Christian cause. The consistent teaching of the Bible is that we are to be generous in this matter, as God has been generous towards us, so our financial giving shall be a meaningful and substantive element of our personal budgets. (Malachi 3:10; Matthew 23:23; II Corinthians 9:7)

THE DISCIPLINE OF DECENCY. Accepting the Christian view that we are accountable for our actions, we shall live in a way that glorifies God—both in what we do and what we do not do—and in this we shall avoid causing needless offense or temptation for others. (I Corinthians 10:23-24; Titus 2:7-8; I Peter 1:14-15)

THE DISCIPLINE OF CONVERSATION. Because what we say is as important as what we do, we shall speak in a way that is truthful, gracious, and loving, carefully avoiding speech which would unnecessarily injure another. This applies both to our face-to-face conversations and to other forms of communication. (Proverbs 16:28; Ephesians 4:29)

THE DISCIPLINE OF HEALTH. Our bodies are gifts from God and temples of the Holy Spirit who abide in us. Because of this, we will seek to maintain our physical health, avoiding habits that undermine our wellbeing and pursuing wholesome moderation. (Proverbs 25:16, I Corinthians 6:19-20)

ARTICLE V

CHURCH MEMBERSHIP

SECTION 1. Membership in this church shall be open to all who:

- A. Give evidence of their faith in the Lord Jesus Christ;
- B. Complete the membership class;
- C. Voluntarily subscribe to the tenets of faith;
- D. Agree to be governed by the Church's Constitution.
- E. Are sixteen years of age or over.

SECTION 2. Reception of Members

- A. The applicant will fill out an "Application for Membership" form.

B. The applicant shall be provided with a copy of the Constitution.

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C. The applicant must attend the membership class. This is compulsory, unless an exception is granted by the Pastor.

D. The Pastor shall present the names of those who apply for membership with his recommendations to the Board of Elders before the candidates are received into the church. All applicants who have met the membership requirements and been approved by the Board of Elders shall be publicly received into the church at any regular church service, at which time they become members of the Church.

SECTION 3. Termination of Membership

A. Membership shall be terminated upon receipt of a member's written letter of resignation.

B. The Board of Elders shall review the membership roll at least annually and may terminate any member for long-term absenteeism from public church services. Before any such action is taken, an elder shall make a reasonable attempt to contact the member and determine the reason for such absences and any extenuating circumstances that may make termination of membership inappropriate.

C. The Board of Elders may terminate a member for an obvious and/or consistent disregard of the tenets of faith held by this church. Any such action shall only be taken following procedure based on a spirit of compassion and a restorative goal (Galatians 6:1-2). Christian discipline shall be rendered with both the individual and the corporate spiritual welfare in mind; and hopefully, it shall be redemptive.

SECTION 4. Inactive Membership List

Members who no longer regularly worship with Calvary Community Church may be transferred by the Board of Elders to the inactive membership list. Upon written request by any such member, the Board of Elders shall restore him or her to active membership at the next elders meeting. Inactive members are not considered "voting members" in determining a quorum.²

SECTION 5. Reinstatement of Former Members

A. A former member who left in good standing may request to be reinstated. Upon reaffirming their submission to the Tenants of Faith and the governing body for discipline, the Board of Elders will vote on the reinstatement of the former member.

B. Former members who had their membership terminated or left under strained circumstances may request to have their membership reinstated. The process by which the former members are reinstated will be handled at the discretion of the Board of Elders on a case-by-case basis.

ARTICLE VI **GOVERNMENT**

SECTION 1. The Church Council

- A. There shall be a Church Council, chosen by the congregation to act as the official governing body of the church.
- B. The Church Council shall consist of the Pastor, Board of Elders, Board of Trustees, and Board of Deaconesses.³ The Treasurer shall be a non-voting member of the Church Council, acting in an advisory capacity. The Church Council or Pastor may designate one or more persons to take and prepare minutes of Council and congregational meetings, and to perform other duties as directed by the Council or Pastor.⁴
- C. The Church Council shall meet once a month. Meetings may be canceled by the Church Council or the Pastor, with the concurrence of the chairmen of the Boards of Elders, Deaconesses, and Trustees.
- D. Special meetings of the Church Council may be called whenever necessary: 1.
 - By the Pastor
 - 2. By the Vice-Chairman, at the request of a majority of either the Board of Elders, Board of Deaconesses, or the Board of Trustees.
- E. A simple fifty percent (50%) majority of the Church Council members shall constitute a quorum, provided an announcement has been made, or a reasonable effort has been made to notify them of a meeting.
- F. The Pastor shall be the Chairman of the Church Council. The Chairman of the Board of Elders shall, upon ratification by the Church Council, be the Vice-Chairman of the Council. If the Chairman and Vice-Chairman are absent from a Council meeting, the elders in attendance shall select an elder to chair the meeting.⁵
- G. Any Church Council member may be terminated by the Council if he or she does not attend their Board and/or Council meetings for more than three consecutive months, unless the absences are due to unusual circumstances (i.e., illness or absences excused by the Church Council).
- H. A Church Council member cannot be a mother, father, or spouse of a Church staff member.

There shall not be husband/wife combinations on the Church Council at the same time.

³ Amended November 12, 2006

⁴ Amended November 14, 2001

⁵ Amended November 14, 2001

SECTION 2. The Board of Elders

A. Shall consist of not less than six members.

B. Qualifications:

1. Shall be sound in the faith and of good report.
2. Shall qualify according to the Scriptural standard (Acts 6:4, 1 Timothy 3:1-7, and Titus 1:5-9).
3. Shall be known for faithful stewardship and loyalty to the total church program and responsibilities.
4. Shall have been an active member of the Church for not less than two years at the time of election.

C. Duties:

1. Shall serve the Church in an advisory capacity with the Pastor in all matters of the spiritual life of the Church.
2. Shall, in the ministry of the ordinances of the Church, serve at the Lord's table.
3. Shall, in accordance with the Pastor, visit the sick and attend emergent situations of need in the Church or community.
4. Shall act in the examination of the applicants for Church membership.
5. Shall administer the discipline of the Church or hear special cases of need brought to its attention by members of the Church Council, if further counsel is needed.
6. When a vacancy arises in any elected office, the Board of Elders, with the approval of the Church Council, shall appoint a qualified person to fill the unexpired office.
7. In the event the Church is without a Pastor, the Board of Elders shall act as the Pulpit Supply Committee. During the pastoral vacancy, the Vice-Chairman of the Church Council shall chair all business and Council meetings.

8. The Board may select one of the elders to serve as its secretary.

SECTION 3. The Board of Trustees

A. Shall consist of not less than seven members.

B. Qualifications:

1. Shall be of mature Christian faith and character.

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2. Shall qualify according to the Scriptural standard (1 Timothy 3:8-13 and Acts 6:3).

3. Shall be persons of good business judgment, known for faithful stewardship and loyalty to the total Church program.

4. Shall be capable of efficiently discharging their duties pertinent to the office.

5. Shall have been an active member of the Church for not less than two years at the time of election.

C. Duties:

1. Shall be custodians of all personal and real properties of the Church.

2. Shall be authorized to monitor payments of bills.

3. Shall elect a chairman and vice-chairman from among their number at their first session following the installation of the new officers of the Church Council.

4. Shall work in close association with the Treasurer.

5. Shall be in charge of building security.

6. A secretary may be chosen among their members, or if requested, a secretary will be appointed annually by the Board of Elders. This secretary is not a member of the Church Council.

SECTION 4. The Board of Deaconesses

A. Shall consist of not less than six members.

B. Qualifications:

1. Shall be women of mature Christian faith and integrity.

2. Shall qualify according to the Scriptural standard (1 Timothy 3:8-13 and Acts 6:3). 3.

Shall be known for faithful stewardship and loyalty to the total Church program.

4. Shall have been an active member of the Church for not less than two years at the time of election.

C. Duties:

1. Shall serve the Church under the direction of the Pastor.

2. Shall prepare the elements for the Lord's Table.

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3. Shall assist in the visitation of the sick and needy of the Church and community.

4. Shall, when needed, assist in the social program of the Church, particularly at various Church related receptions.

SECTION 5. The Head Usher

A. The Head Usher shall be appointed annually by the Church Council, and may be terminated by the Church Council.⁶

B. Qualifications:

1. Shall be of a commendable Christian stature.

2. Shall be a person known for faithful stewardship and loyalty to the total Church program.

3. Shall be cooperative, holding his task as a sacred trust, and promote an environment of worship and reverence in the house of God.

4. Shall have been an active member of the Church for not less than two years at time of election.⁷

C. Duties:

1. Shall studiously avail himself of manuals on ushering and shall make such information available to his associates.

2. Shall, with the Pastor, choose such assistants as are necessary to properly serve the congregation at each meeting.

3. Shall be punctual.

4. Shall, as a representative of the general personality of the Church, convey the most favorable impressions to visitors that will encourage them to return to the Church.

5. Shall maintain his position at the door.
6. Shall greet all comers with his associates.
7. Shall assist in orderly seating.
8. Shall provide the worshipers with songbooks.
9. Shall regulate the ventilation and heat of the auditorium.

⁶ Amended November 12, 2006

⁷ Amended November 19, 2003

10. Shall keep aisles open in crowded services.
11. Shall provide supervision and leadership for associate ushers.

SECTION 6. Reports

The staff shall compile and make available to the congregation an annual report on the activities of the pastoral staff and all boards, departments, and committees of the church by the end of February.⁸

ARTICLE VII

OFFICERS

The officers of the Church shall be the Pastor and Treasurer. For the purpose of the laws under which the church is incorporated, the Pastor shall be the President of the corporation. The Chairman of the Board of Elders shall be the Vice President of the corporation; the Chairman of the Board of Trustees shall be the Secretary of the corporation; and the Treasurer shall be the Treasurer of the corporation.⁹

SECTION 1. The Pastor

The Pastor is designated in the Scriptures as the head of the local church, under the leadership of the Lord Jesus Christ, and is referred to under the title, "Pastor" (Ephesians 4:11), "Overseer" (Acts 20:28), and as "Shepherd" (I Peter 5:1-3).

A. Qualifications:

1. The Pastor should meet the qualifications stated in Titus 1:7-9 and I Peter 5:1-4.
2. The Pastor must be an individual who has been duly ordained to the ministry and shall perform all those duties which properly belong to the Scriptural ideal of a Pastor.

B. The term of office shall be for an indefinite period of time. The Pastor shall give written

notice at least 60 days in advance of resignation, unless otherwise agreed by the Church Council.

C. Duties:

1. Shall be considered as the spiritual overseer of the Church, to supervise its spiritual welfare and administer its activities.
2. Act as chairman of all business meetings of the Church and the Church Council. 3.

Shall be an ex-officio member of all committees and departments.

⁸ Amended November 12, 1997

⁹ Amended November 14, 2001

4. Shall provide for all the services of the Church (regular and special). Note: No person shall be invited to speak or preach in the Church without the Pastor's consent.

SECTION 2. The Treasurer¹⁰

A. Qualifications:

1. Shall be a person of mature Christian faith, of genuine Christian character, and honest report.
2. Shall be a person of good business judgment, known for faithful stewardship.
3. Shall be capable of supervising the efficient discharge of the duties pertaining to this office.

B. Selection: The Treasurer shall be appointed by the Pastor and confirmed by the Church Council, and shall be subject to ratification by the congregation at each annual meeting. The Treasurer's term of office is for an indefinite period of time.

C. Duties:

1. Shall keep an itemized account of all monies entrusted to him/her.
2. Shall use generally accepted methods of bookkeeping and accounting and shall make itemized reports of finances at the regular Board of Trustees meetings and a summarized and adequate report at the annual business meetings of the Church. Shall carry out the financial and accounting policies adopted by the Trustees. Shall be under the supervision of the Pastor.
3. Shall sign checks, along with a designated trustee, and disburse funds for approved obligations expeditiously and/or at the direction of the Board of Trustees.

D. Termination: The Treasurer is subject to termination by the Pastor, after approval by the Trustees.

ARTICLE VIII **MEETINGS**

SECTION 1. Regular Church Services

Meetings for public worship shall be held on each Lord's Day and during the week as may be provided for under the direction of the Pastor and the Board of Elders.

¹⁰ Amended November 14, 2001

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SECTION 2. Annual Congregational Business Meetings

- A. An annual business meeting shall be held for the election of officers and adoption of a budget.
- B. Such meetings shall be held sometime during the first three weeks of November, prior to Thanksgiving, each year.
- C. Proper notice of the annual business meeting shall be given.
- D. Date of the meeting may be changed by action of the Church Council.

SECTION 3. Special Congregational Business Meetings

- A. Special business meetings may be called whenever necessary by the Pastor, and upon the request of a majority of either the Board of Elders, the Board of Deaconesses, or the Board of Trustees.
- B. In the event of a pastoral vacancy, there shall be not less than quarterly business meetings.

SECTION 4. Notices

Notices of the annual or special business meeting of the church shall be given by public oral announcement the two preceding Sundays. The basic agenda shall be posted on the bulletin board and published in the newsletter at least two weeks prior to any such business meeting.

SECTION 5. Quorum

Twenty-five percent (25%) or more of the voting members shall constitute a quorum. A quorum shall be present for all voting.

SECTION 6. Absentee Voting

A member may vote by absentee ballot if he or she is unable to attend any regular or special business meeting(s). A ballot may be obtained by requesting the same from the church office in writing. Completed ballots must be received in the church office at least one (1) day prior to meeting. Any absentee ballot shall be deemed null and void if the essence or intent of the original motion is altered by an approved amendment from the floor at the meeting.¹¹

SECTION 7. The Church Council

- A. Notice of special Church Council meetings shall be given to all Church Council members by announcement at the preceding regular Council meeting, by announcement at a Sunday morning service, by written notice, sent to each Council member, or by telephone call to each Council member.

¹¹ Amended November 14, 2001

- B. Any member of the church may request permission from the Pastor to speak at a Church Council meeting. The request shall include the subject matter the member wishes to discuss. The member shall then be permitted to speak at the Council meeting.

SECTION 8. The Board of Elders

The Board of Elders shall meet for the discharge of their duties, as necessary, upon the request of the Pastor or upon the request of the Chairman of the Board of Elders. A majority of the Board of Elders constitutes a quorum.

SECTION 9. The Board of Trustees

- A. The Board of Trustees shall convene whenever necessary, either at the call of the Chairman or the Pastor, to discharge its responsibilities and duties. A majority of the Board of Trustees constitutes a quorum.
- B. The Treasurer shall meet with the Board of Trustees whenever financial expenditures are considered.

SECTION 10. The Board of Deaconesses

The Board of Deaconesses shall meet for the discharge of their duties as necessary, upon the request of the Pastor or the Chairperson of the Board of Deaconesses. A majority of the Board of Deaconesses constitutes a quorum.

SECTION 11. Parliamentary

Any meeting of any committee, board, or of the membership may have a parliamentarian appointed from among those in attendance. A parliamentarian may be appointed for all Church Council and all church business meetings. Whenever such parliamentarian is requested by a person participating in the meeting to render a decision or opinion, he or she shall be governed by Robert's Rules of Order, current edition.

ARTICLE IX

ELECTIONS AND TERMS OF OFFICE

SECTION 1. Pastoral Search Committee

- A. A Pastoral Search Committee of nine (9) shall consist of one (1) Elder, one (1) Trustee, one (1) Deaconess, and six (6) voting members of the congregation-at-large (non Council members). The committee will choose its own chairman. The committee shall be responsible for recommending a Senior Pastor to the Church Council.
- B. The Elders, Trustees, and Deaconesses shall select a member from their own Boards to serve on the committee.
- C. The six members-at-large shall be selected by the Board of Elders.
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- D. The Church Council shall consider the recommendation of the committee and if approved by two-thirds (2/3) of the Church Council membership, recommend the candidate to the Church membership.
- E. The candidate will be presented to the Church membership for consideration at a special business meeting. Only one candidate shall be considered at a time by the membership. Election of the Pastor requires a two-thirds (2/3) majority vote of the members present.
- F. When a vacancy of a pastorate shall occur, the pulpit supply shall be arranged by the Board of Elders. An Interim Pastor may be appointed by the Board of Elders with the Church Council approval.
- G. An Interim Pastor's primary role is to fill the pulpit ministry, visit the sick, and serve as a resource person to the Church Council and the Elders. The Interim Pastor shall not be considered as a candidate for Pastor.
- H. During the vacancy of the Pastor, no changes shall be made in the Constitution without the approval of 90% of the membership voting at any regular or special business meeting. Existing policies and procedures will remain in effect, unless a change(s) is unanimously approved by the Church Council.

SECTION 2. The Nominating Committee for Church Council Positions

- A. The Elders shall serve as a nominating committee with the Pastor, at least five weeks before

the annual meeting. They shall prayerfully nominate qualified candidates for Church Council position, to be voted upon by the Church at the annual meeting.

B. All nominations shall be posted on the bulletin board and published in the newsletter at least two weeks prior to the annual business meeting.

C. The list of qualified candidates thus nominated shall include:

1. Elders
2. Trustees
3. Deaconesses
4. Head Usher¹²

SECTION 3. Elections at Annual Meeting

A. All vacant positions shall be filled at the annual business meeting of the Church. The candidate(s) receiving the most votes shall be elected to fill the vacancy(s). All terms of elected Council members shall begin on the next January 1, following the election, and shall

¹² Amended November 14, 2001

be for a period of three years. A public installation of new Council members shall take place at a Sunday morning service on or before the first Sunday in January.

B. All elected Council members having served three consecutive years shall not be eligible for re-nomination for one year.

ARTICLE X

REMOVAL FROM OFFICE

SECTION 1. Pastor.

A. The grounds for removing the Pastor from office are serious impropriety in conduct, doctrinal departure from the Tenets of Faith, or other substantial inability to effectively carry out the duties of the Pastor as contained in scripture or this Constitution.

B. If a majority of the Board of Elders concludes that grounds exist to remove the Pastor, the Chairman of the Board of Elders shall present the matter to the Church Council. If the Council, by a three-fourths (3/4) majority, votes to remove the Pastor, the chairman of the Board of Elders shall give the Pastor written notice thereof, by delivering the notice either personally or by certified mail. A notice sent by certified mail shall be deemed delivered on the third day after it is deposited in the mail.

- C. If the Pastor does not submit his written resignation within two days after delivery of the above notice, the matter shall be submitted to the congregation at a special business meeting. If the proposal to remove the Pastor is approved by majority vote, the Pastor shall be deemed to be removed from office as of the date of the vote.

SECTION 2. Other Officers and Church Council Positions.

Any elder, trustee, deaconess, or head usher may be removed from office by majority vote of the members of the Board of Elders. Grounds for removal are serious impropriety in conduct, doctrinal departure from the tenets of faith, or other substantial inability to effectively carry out the person's duties.¹³

ARTICLE XI **DEPARTMENTS AND COMMITTEES**

SECTION 1.

Departments and committees shall be established and members of such departments and committees appointed, in order that specific goals of the church might be fulfilled. Departments and committees shall, at all times, contribute to the harmony and development of the entire church. Departments and committees shall be responsible to the authority which formed them.

¹³ Amended November 14, 2001

SECTION 2. Sunday School

- A. Authorization: There shall be a Sunday School, conducted as a department of the Church, under the supervision of the Pastor or the Pastor's designee. The Church Council shall serve as a board of reference and may make policy and determinations.
- B. Activities and Organizational Structure: The Sunday School shall conduct its activities and be organizationally structured according to the Sunday School policies approved by the Church Council.

SECTION 3. Youth Program

- A. There shall be a Calvary Community Youth Program, which shall be operated under the general supervision of the Pastor, Youth Minister, and Church Council.
- B. The youth program may be organized as to age grouping, needs, and programs, and may elect their own officers in accordance with their written policies and procedures, approved by the Church Council.

SECTION 4. The Missions Committee

- A. There shall be a Missions Committee of the Church, under the general supervision of the Pastor and the Church Council.
- B. They shall implement the work, promote missions, and carry out the missionary objectives of the Church.
- C. They shall be comprised of the Pastor or Pastor's designee, the Missions Coordinator, one Elder, one Deaconess, two at-large members appointed by the Church Council, and one representative from each organized missionary circle.
- D. The Missions Coordinator shall be appointed annually to the office by the Church Council at their first session following the installation of new officers of the Church Council.

SECTION 5. Personnel Committee

- A. Shall be comprised of one (1) Elder, one (1) Trustee, one (1) Deaconess, and two (2) voting members from the congregation who are not members of the Church Council.
- B. Shall be appointed annually following the installation of the new officers of the Church Council. The Council shall appoint the two (2) voting members from the congregation. The Elders, Trustees, and Deaconesses shall appoint their own representatives to serve on this committee.
- C. Shall review job descriptions and establish an annual employee evaluation process.
- D. Shall review salary schedules for all employees as presented by the Pastor, and shall make recommendations to the Budget Committee annually.
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- E. Shall study and make recommendations concerning personnel issues to the Pastor and/or Church Council.
- F. Shall clarify questions on benefits, vacations, office holidays, continuing education funds, sick leave, etc.

SECTION 6. Preschool

The Church Council may establish a preschool, which shall be governed by a Preschool Board consisting of one Elder; one Deaconess; one Trustee; the Christian Education Director; one church member appointed by the Church Council; and one church member with a child in the preschool, appointed by the other members of the Preschool Board.

SECTION 7. Other Departments

The Music Department and departments other than those described herein, supplementing the purpose and goals of the Church, shall be organized under the general supervision of the Pastor and the Church Council, as the need may arise to carry out the purposes and intent of the Church.

ARTICLE XII

STAFF

SECTION 1.

The pastoral staff consists of any assistant pastor, associate pastor, youth minister, music minister, Christian education director, or other person serving in a ministerial or pastoral position. Members of the pastoral staff are to be appointed by the Pastor, subject to confirmation by the Church Council. The Pastor shall consult the Board of Elders and the Personnel Committee before appointing a member of the pastoral staff.

SECTION 2.

Members of the pastoral staff shall perform such duties as are assigned by the Pastor.

SECTION 3.

Members of the pastoral staff may be terminated by the Pastor with approval by the Board of Elders.

SECTION 4.

The office staff consists of all church employees other than members of the pastoral staff and the Treasurer. Office staff are to be employed by the Pastor, and serve at the discretion of the Pastor. Office staff shall perform such duties as are assigned by the Pastor.

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SECTION 5.

All pastoral staff and office staff shall be directly responsible to the Pastor or the Pastor's

designee. SECTION 6.

All staff members shall work toward specific goals that concur with the purposes of the church, and shall contribute to the harmony and development of the entire church.

ARTICLE XIII

FINANCE

SECTION 1.

All money received from all sources and handled by the Treasurer shall be deposited in a bank designated by the Board of Trustees

SECTION 2.

The Church shall operate on a budget prepared by a committee composed of an Elder, a Trustee, a Deaconess, the Treasurer, and three non-Council voting members appointed annually by the Church Council. The proposed budget consisting of both income and expenses shall be presented in itemized form to the Church Council for approval. The Church Council approved budget shall be an annual basis line item budget that is presented to the Church for adoption at the annual business meeting.

At the church business meeting, if new line items are suggested or old line items are revised involving a change of over \$5,000 annually, such items shall be referred back to the Trustees for re-evaluation and recommendation to the Church Council for approval prior to a congregational vote at the next business meeting.

SECTION 3.

Compliance with the Church budget shall be under the jurisdiction of the Board of Trustees. The Board of Trustees shall have authority to realign items in the approved budget within major budget categories. The Board of Trustees shall have authority to handle emergency repairs.

SECTION 4.

All salaried personnel shall be given adequate support, the amount of which shall be determined by the Trustees and Personnel Committee and approved by the Church Council and provided for in the budget.

SECTION 5.

The auditing of the financial records shall be under the direction of the Board of Trustees.

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ARTICLE XIV

PROPERTY

SECTION 1.

All property of the church shall be held in the name of the church.

SECTION 2.

Unless budgeted, no property of the church shall be purchased, sold, leased, or mortgaged, or otherwise disposed of, either directly or as trustee, without the same first having been authorized by at least two-thirds (2/3) majority vote of the membership voting at a regular or special meeting of the church, which has been called for the consideration of the proposal. Personal property of a value of \$10,000 or less, may be purchased, leased, or disposed of as authorized by the Trustees.¹⁴

SECTION 3.

Any corporation formed under the auspices of the Church shall be in conformity with the

ARTICLE XV **LICENSING OF MINISTERS**

In the event that an individual is seeking licensing to the ministry, he/she shall have satisfied the minimum academic requirements which are as herein stated:

SECTION 1.

The applicant shall have not less than two years of education at an accredited college and not less than two years of Bible school (acceptable to credential committee) training.

SECTION 2.

The applicant shall be examined by the credential committee, comprised of the Board of Elders, along with not more than three ordained ministers appointed by the Pastor for this specific purpose. The credential committee shall make their recommendation to the Church Council. If the decision of the Church Council is favorable, the credential committee shall grant a license for the public ministry.

ARTICLE XVI **ORDINATION OF MINISTERS**

In the event any licensed minister requests ordination, the provision will be the same as stipulated for licensing, with the following additional requirements:

¹⁴ Amended November 8, 2020

SECTION 1.

The applicant must be a licensed minister for not less than one year before being considered for ordination.

SECTION 2.

The applicant shall have a Masters of Divinity from an accredited theological seminary.

SECTION 3.

Any person having been properly licensed or ordained by a duly acknowledged denomination or Church shall be granted the equivalent certificate by Calvary Community Church, provided this applicant subscribes to the Tenets of Faith herein stated.

ARTICLE XVII

MARRIAGE POLICY

Because God has ordained marriage and defined it as the covenant relationship between a man, a woman, and Himself, Calvary Community Church will only recognize marriages between a biological man and a biological woman. Further, the Pastors, Church Council and staff of Calvary Community Church shall only participate in weddings and solemnize marriages between one man and one woman. Finally, the facilities and property of Calvary Community Church shall only host weddings between one man and one woman.¹⁵

ARTICLE XVIII

AMENDMENTS

SECTION 1.

Any member wishing to propose an amendment to the Constitution must submit the proposed amendment in writing to the Church Council at least 90 days before the annual business meeting. The Council shall consider the proposal at least 45 days before the annual business meeting, and shall submit it for a vote of the congregation at the meeting, along with a recommendation that the proposal be approved or disapproved, or a statement that the Council takes no position on the proposal. However, if the Council finds that the proposal is unscriptural, the proposal shall not be submitted to the congregation.

SECTION 2.

When any proposed amendment is to be submitted to the congregation, written notice shall be given by posting the proposed amendment on a bulletin board at least two weeks before the annual business meeting, and by publishing the proposed amendment in a church newsletter mailed at least two weeks before the meeting.

¹⁵ Language added November 15, 2015

SECTION 3.

The proposed amendment shall be deemed adopted if approved by a two-thirds majority vote at the annual business meeting.¹⁶

¹⁶ Amended November 12, 1997