

CONSTITUTION AND BYLAWS  
of the  
WILEY UNION CHURCH

PREAMBLE

ARTICLE I - NAME

The name of this church shall be the Wiley Union Church.

ARTICLE II - PURPOSE

The purposes for which this church is organized are as follows: to preach and teach the Gospel of the LORD Jesus Christ; to provide for Christian education, Spiritual growth, Worship of God; to send and support missionaries, to license and ordain ministers. A trustee board shall hold title to real and personal properties in trust for said purposes.

ARTICLE III - RELATIONSHIP

This congregation of believers in Jesus Christ is independent and strictly non-denominational. We shall have no affiliation with the National or World Council of Churches, or any group who holds to, or agrees with their beliefs, doctrines or teachings. This church, having been established by the American Sunday School Union (now the American Missionary Fellowship), shall be considered a fellowship church, working in voluntary cooperation with the mission. The local American Missionary Fellowship missionary shall be an ex-officio member of the Board of Elders. He may be called on to help by the body for services as needed.

ARTICLE IV - DISSOLUTION

Upon the winding up and dissolution of this church, after paying or adequately providing for the debts and obligations of the organization, the remaining assets shall be distributed to the American Missionary Fellowship (formerly the American Sunday School Union) or after that, Child Evangelism Fellowship, or other evangelical mission associations which can sign without reservation the doctrinal statement of this church.

ARTICLE V - CHURCH COVENANT

Having been led, as we believe, by the Holy Spirit, to receive Jesus Christ as our LORD and Savior, and on the profession of our faith, having been baptized in the name of the Father, and of the Son, and of the Holy Spirit (in the presence of

God, angels, and believers), we most solemnly and joyfully enter into covenant with one another, as one body in Christ.

We further agree, by the aid of the Holy Spirit, to walk together in Christian love; to seek the advancement of this church in knowledge, holiness and comfort; to promote its prosperity and spirituality; to sustain its worship, faithfully maintaining its ordinances, discipline and doctrines; to contribute cheerfully and regularly to the support of the ministry the expenses of the church, the relief of the afflicted and the spread of the Gospel throughout all nations.

We further covenant to maintain family and private devotion, taking the Bible (the Word of God) as our only rule of faith and practice; to educate our children spiritually; to seek the salvation of our kindred and acquaintances; to walk in the Spirit; to be just in our dealings, faithful in our engagements, and exemplary in our deportment; and to be zealous in our efforts to advance the kingdom of our Savior.

We further agree to watch after one another in brotherly love; to remember each other in prayer, to aid each other in sickness and distress; to cultivate Christian sympathy in feeling, courtesy and speech; to be slow to take offense, but always ready for reconciliation and mindful of the rules of our Savior to secure it without delay.

We further agree that when we remove from this place, we will as soon as possible unite with some other church, where we can carry out the spirit of this covenant and principles of God's Word.

## ARTICLE VI - STATEMENT OF DOCTRINE

### 1. THE HOLY SCRIPTURES

We believe the Bible, consisting of the Old (39) and New (27) Testament books to be the verbally inspired Word of God. While there may be several applications of Scripture, there is but one true interpretation. That interpretation is found by using the literal, grammatical, historical method of study, guided by the Holy Spirit. We further believe the Scriptures are absolutely inerrant in the original writings, infallible and God-breathed (II Timothy 3:16-17; II Peter 1:20-21; Matthew 5:18; John 16:12-13).

### 2. THE GODHEAD

We believe in one Triune God who is alone deserving worship and obedience. He is eternally existing in three persons - Father, Son, and Holy Spirit who are co-eternal in being, co-identical in nature, co-equal in power and glory, having the same attributes and perfections, yet differing only in function (Deuteronomy 6:4; II Corinthians 13:14; Acts 17:24-29; I Peter 1:2; John 14:15-26).

### 3. THE PERSON AND WORKS OF CHRIST

We believe that the Eternal Son of God became man in the person of the LORD Jesus Christ, without ceasing to be God, having been conceived by the Holy Spirit and born of the Virgin Mary. In the incarnation the Eternal Son of God laid aside His right to the full prerogatives of coexistence with God to assume the place appropriate to a servant. However, He did not divest Himself of His divine attributes. We further believe that Jesus, born without sin, lived a sinless life in order that He might reveal God and redeem sinful men.

We believe that the LORD Jesus Christ accomplished our redemption through His substitutionary death on the cross where He paid the penalty for our sin (the just for the unjust); and, that our justification is made sure by His literal, physical resurrection from the dead (Romans 3:24-25; 5:8; 4:25; I John 2:1-2; I Peter 1:2-5; 2:24; Ephesians 1:7).

We believe that the LORD Jesus Christ ascended to Heaven, and is now exalted at the right hand of God. He is our High Priest, who fulfills the ministry of Intercessor, Advocate, and our soon coming King (Acts 1:9-10; Hebrews 9:24; 6:20; 7:14,17,24-25; Romans 8:34; I John 2:1-2).

### 4. THE PERSON AND WORK OF THE HOLY SPIRIT

We believe that the Holy Spirit is the person of the Trinity who convicts the world of sin, of righteousness, and of judgement; and, that He is the Supernatural Agent in regeneration, baptizing all believers into the body of Christ, indwelling and sealing them unto the day of redemption and empowering believers for service (John 16:8-11; I Corinthians 12:12-14; Romans 8:9; Ephesians 1:13-14; II Corinthians 3:6).

We believe that He is the Divine Counsellor and Teacher who testifies of and glorifies Christ and guides believers into all truth. It is the privilege and responsibility of all the saved to be filled with the Spirit (John 16:13; I John 2:20,27; Ephesians 5:18; II Corinthians 3:6).

### 5. THE TOTAL DEPRAVITY OF MAN

We believe that man is created in the image and likeness of God, but that in Adam's sin the race fell, inheriting a sinful nature, and became alienated from God; and that man is totally depraved and, of himself, utterly unable to remedy his lost condition (Genesis 1:26-27; Romans 3:22-23, 5:12; Ephesians 2:1-2,12).

### 6. SALVATION

We believe that salvation is the gift of God apart from any human merit. It is offered by grace and received through personal faith in the work of the LORD Jesus Christ, whose precious blood was shed on Calvary for the forgiveness of our sins. Salvation is evidenced by repentance of sin and a desire for holy, Christlike living (Ephesians 1:7; 2:8-10; John 1:12; Acts 3:19; I Peter 1:18-19; I Peter 3:9; II Corinthians 5:19-21; James 1:22; 2:17).

## 7. THE ETERNAL SECURITY AND ASSURANCE OF BELIEVERS

We believe that all those truly saved, are kept by God's power and are thus secure in Christ forever (John 6:37-40; 10:27-30; Romans 8:1,28-39; I Corinthians 1:4-8; 3:14-15; I Peter 1:5; Ephesians 1:13-14).

We believe that it is the privilege of the believers to rejoice in the assurance of their salvation, however, the Bible clearly forbids the use of this truth as an excuse for continuing sinful behavior (Romans 6:1-2; 13:13-14; Galatians 5:13; Titus 2:11-15).

## 8. THE TWO NATURES OF THE BELIEVER

We believe every saved person possesses two natures, with provision made for victory of the new nature over the old nature through the power of the indwelling Holy Spirit; and that all claims to the eradication of the old nature in this life are unscriptural (Romans 6:13; 7:15-25; 8:12-13; Galatians 5:16-26; Ephesians 4:22-24; Colossians 3:10; I Peter 1:14-16).

## 9. SEPARATION

We believe that all the saved should live in such a manner as not to be a reproach upon their Savior and LORD; and that separation from all religious falsehood, all worldly and sinful pleasures, practices, and associations is the command of God (II Timothy 2:1-5; Romans 12:1-2; 14:13; I John 2:15-17; II John 9-11; II Corinthians 6:14-7:1).

## 10. MISSIONS

We believe that it is the obligation of the saved to witness by life and by word to the truths of the Holy Scriptures and to seek to proclaim the Gospel to all mankind (Matthew 28:18-20; Mark 16:15; Acts 1:8; II Corinthians 5:17,20; I Peter 3:15).

## 11. THE MINISTRY AND SPIRITUAL GIFTS

We believe every believer is called into the work of the ministry. God, who is sovereign in the bestowment of all His spiritual gifts, has given abilities (gifts) to born-again believers for the purpose of building up the body of Christ. The result of these gifts is to glorify God and to edify the local church. It is essential that each member develop and employ his gifts(s) for the church to effectively accomplish its task (I Corinthians 12:4-11,27-41; 14:1-40; Romans 12:4-8; Ephesians 4:7-13; I Peter 4:10-11).

We believe that the scriptural gift of speaking in tongues was a literal, translatable language. Therefore, the modern practice of tongues shall not be part of our fellowship. We also believe that God does hear and answer the prayer of faith, in accord with His own will for the sick and afflicted (I Corinthians 12:4-12; 13:8-10; 14:21-22; II Corinthians 12:7-10; John 15:7; Acts 2:4-11;

Ephesians 4:7-12; Hebrews 2:3-4; James 5:13-16; I John 5:14-15; I Timothy 6:20; II Timothy 2:16).

## 12. THE CHURCH

We believe that the church, of which Christ is the Head, is the Body and espoused bride of Christ. The church is a spiritual organism made up of all born-again persons of this present church age (John 3:3-7; Ephesians 1:22-23; 5:25-27; I Corinthians 12:12-24; II Corinthians 11:2; Revelations 1:19; 2:1-3,19).

We believe that the establishment and continuance of local churches is clearly taught and defined in the New Testament Scriptures (Acts 14:27; 20:17,28-32; I Timothy 3:1-13; Titus 1:5-11).

## 13. CHRISTIAN ORDINANCES

We believe there are two ordinances that the local church is to observe. They are Baptism and Communion according to our LORD's command.

BAPTISM: We believe that water baptism by immersion (one time, face-up) is the symbol of the believer's identification with Christ in His death, burial, and resurrection. Baptism is only for those truly born-again as a testimony to what has already taken place in the heart (Romans 6:1-13; Matthew 28:18-20; Acts 8:26-39).

COMMUNION: We believe that the LORD's supper (communion) is the commemoration of Christ's death until He comes, and should be preceded always by solemn (serious, deeply earnest) self-examination. Each person participating in communion should be in fellowship with Christ. Communion is open to every born-again believer that is among us (I Corinthians 11:23-24; 10:16-17; Matthew 26:29; I John 1:3-10).

## 14. DISPENSATIONALISM

We believe in the dispensational view of Bible interpretation but reject the extreme teaching known as "Hyper Dispensationalism," such as that teaching which opposes either the LORD's table or water baptism as a Scriptural means of testimony for the church in this age (Matthew 28:19-20; Acts 2:41-42; 18:8; I Corinthians 11:23-26).

## 15. PERSONALITY OF SATAN

We believe that Satan is a person, the author of sin, and the cause of the fall; that he is the open and declared enemy of God and accuser of man; and that he shall be eternally punished in the Lake of Fire (Job 1:6-7; Isaiah 14:12-17; Ezekiel 28:11-19; Matthew 4:2-11; 25:41; Revelation 20:10; Genesis 3:1-15).

16.

## THE SECOND ADVENT OF CHRIST

We believe in the "Blessed Hope," the personal, imminent, pre-tribulational and pre-millennial coming of the LORD Jesus Christ for his redeemed ones; and his subsequent return to earth, with His saints, to establish His Millennial Kingdom (I Thessalonians 4:15-18; I Corinthians 15:51-57; Zechariah 14:4-11 (after touchdown); Revelation 19:11-16; 20:1-6; I Thessalonians 1:10 (right after tribulation); 5:9; Revelation 3:10).

17.

## THE ETERNAL STATE

We believe in the bodily resurrection of all men, the saved to eternal life; and the unsaved to judgement and everlasting punishment and separation (Matthew 25:46; John 5:28,29; 11:25,26; Revelation 20:5,6,12,13).

We believe that the souls of the redeemed are, at death, absent from the body and present with the LORD, where in conscious bliss they await the first resurrection, when spirit, soul and body are reunited to be rewarded at the Judgement Seat of Christ, and glorified forever with the LORD (Luke 23:43; Revelation 20:4-6; II Corinthians 5:8; Philippians 1:23; 3:21; I Thessalonians 4:16,17).

We believe that the souls of the unbelievers remain, after death, in conscious misery until the second resurrection, when, with soul and body reunited, they will appear at the Great White Throne Judgement, and shall be cast into the Lake of Fire, not to be annihilated, but to suffer everlasting, conscious, punishment because of their rejection of Christ as Saviour (Luke 16:19-26; Matt. 25:41-46; II Thess. 1:7-9; Jude 6,7; Mark 9:43-48; Rev. 14:9-11; 20:10-15; John 3:36).

18.

## AMENDMENTS OF DOCTRINE

NO AMENDMENTS OF ARTICLE VI (doctrine) may be made at any time, as these are the basic truths that this church was founded upon. Only errors in spelling and necessary punctuation may be changed.

## BYLAWS

### ARTICLE VII - CHURCH MEMBERSHIP

Everyone desiring church membership is urged to consider it most carefully and prayerfully. Church membership, because of its high principles and great responsibilities, is never to be entered into hastily or lightly. It requires a vow of allegiance to God's Word and appreciation of its obligations in matters of conduct. It should be one of the most solemn and sacred attachments of life.

### Section 1. Eligibility.

Any person who personally believes on and has received Jesus Christ as Savior, and LORD, as set forth in John 1:12, John 3:16, and Acts 16:31, whose life and conduct give evidence of his being "born-again" into the family of God and who is willing to subscribe to the Church Constitution, including the statement of doctrine therein, is eligible for membership in this church.

Baptism by immersion and a signed statement of agreement, without reservation with the doctrine of this church will be required.

### Section 2. Reception.

A. All applications for membership must be written and submitted to the pastor or an officer of the church before action is begun.

B.1. Persons desiring membership, after making it known to the pastor or officer, shall meet with the pastor and one elder before meeting with the Board of Elders. The pastor and elder will then recommend, upon satisfactory examination, the prospective member(s) to the Board of Elders, before they can be presented to the church.

B.2. It is necessary for all those who are seeking church membership for the first time, that they be thoroughly instructed, prior to membership, in the duties and obligations of church membership, the way of salvation, and the fundamentals of the Christian life. This responsibility is to rest on the Board of Elders.

C. Applicants for membership accepted and recommended by the Board of Elders shall be received into such membership at the earliest possible worship service.

D. No person will be allowed to hold office or to teach unless they are members and have been in regular attendance for at least one year, except, as the Board of Elders would deem otherwise.

### Section 3. Transfer.

Prospective transfer members are expected to go through the same procedure as outlined in section 2 above.

### Section 4. Restoration.

Any person excluded from this fellowship for reasons of discipline must go through the membership process outlined in section 2 above.

### Section 5. Approval.

Students, service personnel, and other temporary residents whose membership is in a home church, who otherwise meets the requirements for membership shall

be granted all privileges of membership except voting and holding church governing offices.

Section 6. Youth Membership

In cases where membership is sought before the age of 18, all such will be received into a full membership status in which the young people are granted all the covenanted blessings and privileges of church membership, with the exception of voting and holding office.

Section 7. Good Standing.

A member shall be deemed to be in good standing unless absent for over 6 months, or unless charges are made and, after due process, sustained.

Section 8. Dual Membership.

We believe that membership should be primarily in one local church body.

ARTICLE VIII - TERMINATION OF MEMBERSHIP

Section 1. Dismissal. Letters of dismissal will be granted for disciplinary reasons after the procedures in Matthew 18 have been followed; such action will be included in the report to the church at the next regular congregational meeting.

Section 2. Withdrawal. A member in good standing may withdraw from the membership of the church upon written request to the church in which the reasons are stated. This may be a letter of transfer from another church.

Section 3. Inactive. If a member is noticeably absent from the services of the church for six months, he or she should be visited if possible, or sent a letter if out of the area. If no response, he or she shall, upon the recommendation of the Board of Elders of the church, be placed on an inactive roll and his (her) voting privileges denied until such time as he or she is again placed on the active roll by the Board of Elders.

Section 4. Removal. If a person is in absence for one year, his or her membership will be dropped unless the Board of Elders deems otherwise.

ARTICLE IX - CHURCH DISCIPLINE

Section 1. All matters of discipline shall be submitted to the Board of Elders or the pastor, by no less than two accusers, and prayerfully considered by the elders before any proceedings can begin. After careful consideration and the procedures of Matthew 18:15-18 are exhausted, the Board of Elders may refer the issue to the church, providing this action is deemed necessary.

Section 2. All procedures of the church in matters of discipline shall be in accordance with the New Testament teachings and usage, particularly noted in the Corinthian Epistles and in Matthew 18:15-18.

Section 3. No action shall be taken by the church upon any charge against a member until the Matthew 18:15-18 principle has been followed.

## ARTICLE X - CHURCH ORGANIZATION

This church shall express itself in the following meetings:

Section 1. Congregational Meeting. All of the congregational meetings are for the purpose of reviewing the ecclesiastical and spiritual life of the church during the intervening months and to consider its future welfare and shall consist of all church members in good standing.

Section 2. Trustee Meeting This meeting shall be called to handle the matters of business that are not directly related to the spiritual direction of the church. An annual trustee meeting is held in conjunction with the stated meeting.

Section 3. Stated Meeting. A congregational meeting shall be called at least once each year on the third Friday of February at 7:30 p.m. or at an alternate date and time, with proper notification given to all members and the AMF Area Missionary. Annual reports shall be given to the membership at this meeting.

Section 4. Special Meetings. Special meetings may be called for the congregation at any time by request of the majority of the Board of Elders, or by 50 percent of the membership as reported at the last annual meeting. Such shall specify in general terms the business to be transacted and shall have proper notice of same given in writing and from the pulpit at least two Sundays in advance of the special meeting.

Section 5. Worship Service The Sunday and other regular worship services shall be held regularly at a time determined by the Board of Elders of the church. An emphasis shall be made continually upon the matter of prayer for the direction of the church.

Section 6. Communion The ordinance of the LORD's Supper shall be held at least quarterly by the church. All born-again believers in Jesus Christ, both members and non-members, are eligible to partake in the LORD's Supper.

Section 7. Baptism. Baptismal services are to be arranged by the pastor and Board of Elders, as the need should arise. Baptism is a Christian ordinance enjoined in the Scriptures; to be observed as a testimony of salvation, as it was practiced by early and succeeding churches. It is an ordinance for believers only. Persons may be baptized only after clear testimony has been given and after teaching by the pastor or his appointees.

Section 8. Moderator. The moderator at all congregational meetings shall be chosen by the Board of Elders; however, at any meeting the church may elect a moderator for the meeting by a majority vote of those present.

Section 9. Nominations. The nominating committee shall be chosen at the annual stated meeting to serve for the coming year. The committee shall consist of not less than three members. The nominating committee shall select a list of qualified members of the church for the various offices within the church at least thirty days before the annual stated meeting. The list of potential candidates will be given to the Board of Elders for review and interview. A list of approved candidates shall be posted at least 15 days prior to the annual elections. Nominations from the congregation may be made up to 10 days before the election but must be scripturally reviewed by the elders before placing on the ballot.

Section 10. Sunday School. The Sunday School shall be a vital part of the organization of the church, established for the teaching and study of the Bible and for promoting evangelism. The Sunday School will meet each Sunday before the regular worship service of the church, unless the Board of Elders decides otherwise.

Section 11. Quorum. A quorum for transaction of business at a meeting of the church shall consist of one fourth of the active voting members in good standing who are over the age of 18.

Section 12. Voting. A decision of the congregation shall be binding on the church if a majority have voted in favor of the proposal.

## ARTICLE XI - OFFICERS OF THE CHURCH

Section 1. Executive Officers. The executive officers of the church shall be as follows: (1) Elders for spiritual leadership consisting of not more than seven members (including one position for the pastor), (2) a Secretary, (3) a Treasurer, (4) a Sunday School Superintendent, and (5) a Youth Director (Youth Pastor).

Section 2. Non-elective Officers. Non-executive officers shall be as follows: Deacons and Deaconesses, a choir director, a church organist, a church pianist, and custodian.

## ARTICLE XII - DUTIES OF THE OFFICERS

Section 1. Pastor. (a) The pastor shall be a Bible School graduate either ordained or seeking to be ordained (except in those cases reviewed and agreed upon by the Board of Elders), and shall be charged with the spiritual leadership of the church in cooperation with the Board of Elders. It shall be his duty to preach the Word, to exercise pastoral oversight of the church and people, to conduct public and regular worship services of the church and to administer the ordinances. The pastor shall have adequate time for prayer and preparation of Bible teaching.

(b) Upon the death, removal, or resignation of the pastor, the Board of Elders shall, without unnecessary delay, proceed to secure a successor for the position by appointment of a pulpit committee.

(c) The calling of a pastor: (.1) The Board of Elders shall approve of any pastoral candidate before a vote of the congregation. (.2) A special meeting of the congregation will be called for two weeks after the elder's approval, for the purpose of calling the pastor. (.3) Seventy five percent of a quorum is required to call a pastor. (.4) Candidate will be notified.

(d) No person, ordained or otherwise, shall be permitted to act as pastor or to preach from the pulpit of the church who is not in accord with the doctrines of the church.

(e) It shall be the privilege of either the pastor or the church to dissolve the relation existing between them by giving one month's notice or shorter if mutually agreeable. The pastor shall be installed into office at a special service arranged by the Board of Elders.

(f) Any group or individual within the membership of the church who desires a change in pastoral relationship must present a signed statement to such effect to the Board of Elders, and, if in the wisdom of the Board of Elders such petition should be denied, upon a signed petition of fifty percent or more of the active membership eighteen years and over in good standing, when presented to said Board of Elders, the Board of Elders must recognize same by calling a meeting for this purpose. The Board of Elders may of itself, by proper notice, present the matter of the pastor relationship at any regular meeting or special meeting called for that purpose.

(g) The elders shall assist the pastor in his duties, and give him guidance in the ministry.

(h) The pastor shall be an ex-officio member of the Board of Elders.

Section 2. Elders. (a) The elders shall be elected by ballot at the annual meeting for a term of three years, and these shall be chosen from among the members of the church, who shall be in good standing, and 21 years of age or older.

(b) The Christian lives of the elders shall be up to the standards as listed in I Timothy 3:1-7 and Titus 1:6-9. They are to be maturing Christians who hold a good testimony in the church and community.

(c) Approximately one third of the elders shall be elected each year. An elder shall be eligible for re-election, but under no conditions shall they serve more than two consecutive, full three-year terms, after which the elder must retire for at least one year.

(d) The elders shall make decisions with much prayer and study. Decisions within the board shall be made by unanimous decision.

(e) The elders shall be installed in office before they can exercise the duties of their office. Installation should occur during the regular Sunday worship service as soon after election as is possible.

(f) The elders shall be recognized as the governing board, with power to act for and on behalf of the church (congregation) in the discharge of the provisions of this constitution and Bylaws.

(g) The elders shall administer discipline as outlined in Article IX, obtain pulpit supply in absence or during illness of the pastor, or in case of vacancy.

(h) The elders may meet without the pastor present under the following circumstances:

1. To discuss items of business that pertain to the pastor's financial welfare.
2. To evaluate the pastor's performance in the work of the ministry. The pastor shall be made aware of the outcome of this meeting.
3. Upon request by the Board of Elders, the pastor will agree to permit a specific meeting or number of meetings to take place without his presence. In this situation, the pastor has the right to know the nature of the business to be discussed and transacted prior to granting the right of the board to meet in his absence. The pastor also has the right to be made aware of the outcome of such meetings.
4. In the pastor's absence (due to vacation, seminar, health, etc) regular meetings will continue on schedule.
5. If the pastor is incapacitated and physically unable (due to accident, coma, etc.) to respond to requests for meetings, the Board of Elders will be permitted full power to meet without the pastor and carry on the work of the ministry in the pastor's absence.

(i) The Board of Elders shall establish and keep current a job description of the Board of Elder's responsibilities and descriptions of the various elders' duties and make them available to the congregation to review.

(j) Some duties to be handled by the Board of Elders are as follows:

- (j.1) Caring ministries.
- (j.2) Missions.
- (j.3) Christian Education.
- (j.4) Finances.
- (j.5) Outreach.
- (j.6) Properties.
- (j.7) Auxiliaries.
- (j.8) Spiritual ministry in absence of a pastor.

Section 3. Deacons and Deaconesses. The serving positions of this congregation shall be appointed by the Board of Elders as needed to serve the local body and shall be chosen according to the guidelines of Acts 6:1-7 and I Timothy 3:8-13.

Section 4. Trustees. The Board of Trustees shall consist of not more than seven members. Their offices shall be renewable three-year terms with open positions being filled at the Annual Corporation Meeting or at a Special Meeting called for that purpose. They shall represent the church in all legal matters and hold title to the church property and be responsible for its care and maintenance and in arranging for the needed repairs and additions. They shall obtain approval of the church when these repairs and additions total more than \$1,000.00. They shall have jurisdiction over the selection of a janitor and/or custodian and prescribe the duties of same.

Trustees shall present an annual budget to the church for approval of the congregation. The Trustee Board shall be responsible to the Board of Elders.

The Trustee Board shall elect its own chairman.

Section 5. Sunday School Superintendent. The Sunday School Superintendent shall be elected by annual vote at the annual election of officers. This officer shall meet the requirements of a deacon or deaconess as outlined in Section 3. The Sunday school Superintendent shall be responsible to the pastor and the Board of Elders.

Section 6. Secretary. The secretary shall have a term of office of one year and will be elected at the annual meeting by a vote of the congregation. The secretary shall take minutes and preserve records of the business proceedings of the church, and keep accurate records of attendance, memberships, and other papers belonging to the church.

Section 7. Treasurer. The treasurer shall have a term of office of one year and will be elected at the annual meeting by a vote of the congregation. The treasurer shall count all offerings in the presence of at least one other person who is not related and submit three signed copies of the offering report as follows:

1. To the treasurer's records.
2. To the secretary.
3. To the chairman of the Board of Elders.

The treasurer shall:

1. Receive and care for all church funds.
2. Make all disbursements by check.
3. Keep accurate records of all transactions.
4. Present the books for annual audit by an audit committee, to be selected by the Board of Elders.

The church body may call for a monthly, quarterly, or annual report from treasurer.

All bills shall be paid by check. One member of the church shall endorse all bills before the treasurer shall pay them, with the exception of such regular payments as salaries, light and fuel.

An elected assistant treasurer may assist the treasurer whose term and duties shall be the same as the treasurer.

Section 8. Youth Pastor. The youth pastor shall be a Bible School graduate (except in those cases reviewed and agreed upon by the Board of Elders), who is deeply interested in the youth of the church. He shall fit the requirements for a pastor and be able to fill-in in his absence.

He shall be accountable to the Board of Elders and must work closely with the pastor in reaching and programming for the youth. A detailed job description will be given by the Board of Elders for the youth pastor's direction. The youth pastor shall be an ex-officio member of the Board of Elders and shall receive the right to vote, at the discretion of the Board of Elders, following a one year probationary period.

Section 9. Women's Ministry  
The Women's Ministry shall consist of all women actively attending Wiley Union Church. Women's Ministry shall serve the Church and the Community. They shall elect their own officers. They shall obtain approval from The Board of Elders for expenditures exceeding \$1,000.00. Women's Ministry shall be accountable and report to the Board of Elders."

### ARTICLE XIII CONSTITUTIONAL AMENDMENTS

Due to the gravity of constitutional changes, a quorum for proposed changes shall consist of no less than one half (50%) of the active voting members in good standing who are over the age of 18. Of this quorum, there must be no less that 75% "yes" votes (in favor of the proposed change) in order for the change to be granted.

Any article of this constitution can be amended with the exception of Article VI (Doctrine).

Anyone desiring a constitutional change must submit a written statement to the Board of Elders in which the specific proposed changes and the reasons for the proposed changes are clearly stated. The Board of Elders will then present the proposal for a constitutional change to the congregation and will call for a special meeting to vote on the proposed changes. The procedure to be followed by the Board of Elders is outlined in Article X, Section 4 entitled, "Special Meetings."

Revise 1/18/2015