

APPENDIX I: COVENANT

Having been led, as we believe, by the Spirit of God to receive the Lord Jesus Christ as our 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, we do now in the presence of God, angels and this assembly most solemnly and joyfully enter into covenant with one another, as one body in Christ.

We engage, therefore, by the aid of the Holy Spirit: to walk together in Christian love; to strive for the advancement of this Church in wisdom, knowledge, holiness and comfort; to promote its prosperity and spirituality; to sustain its worship, ordinances, discipline, and doctrines; to contribute cheerfully and regularly to the support of its ministry and general expenses, the relief of the poor and the spread of the gospel among all nations.

We also engage: to maintain family and secret devotions; to religiously educate our children; to seek the salvation of our kindred and acquaintances; to walk circumspectly in the world, to be just in our dealings, faithful in our engagements and exemplary in our deportment; to avoid all tattling, backbiting and excessive anger; to avoid following sinful ways and practices of the world in which we live and to abstain from all things which are harmful to body, soul, and spirit; (Romans 12:2; Titus 2:12; 1 John 2:15-17); to avoid becoming a stumbling block to any other believer through our conduct or practices, thus causing a brother or sister to sin; (Romans 14:19-21; 1 Corinthians 8:9-13); to be zealous in our efforts to advance the kingdom of our Savior.

We further engage: to watch over 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 and courtesy in speech; to be slow to take offence, but always ready for reconciliation and mindful of the rules of our Savior to secure it without delay.

We, moreover, engage 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 the principles of God's Word.

Membership Application Constitution and Statement of Faith



Oakville, ON

February 18, 2013

OUR PURPOSE

To fulfill the mandate of Psalm 34:3: *“Glorify the Lord with me; let us exalt his name together.”*

We seek to fulfill this by -

1. Celebrating the life of God:

- (a) through the gatherings of the Church Body for worship and praise;
- (b) through personal devotions and prayer;
- (c) through a continual awareness and response to God’s presence.

2. Cultivating personal growth in Christ our Lord:

- (a) through the study of God’s Word;
- (b) through the personal application of Biblical principles;
- (c) through mature Christians who reflect and model the character of Christ.

3. Caring for one another in love:

- (a) through the sharing of one another’s joys, needs and spiritual maturing;
- (b) through the development and use of the gifts of the Spirit by every believer;
- (c) through service and sacrifice to meet each other’s needs.

4. Communicating Christ to our community and the world:

- (a) through loving relationships with all;
- (b) through the reproducing of our life in Christ by evangelism;
- (c) through the penetrating of North Oakville and the world by discipleship.

5. Contributing to the body of Christ and our community:

- (a) through the gifts and abilities God has given to us.

thorization of the Board of Deacons will be indemnified and saved harmless out of the funds of the Church against all costs incurred in the course of activities on behalf of the Church, except where caused by his negligence or willful misconduct.

Section 13

POLICY STATEMENTS

Policy statements may be proposed to the Congregation by the Board of Deacons from time to time. Upon adoption by the congregation, Policy statements shall be deemed to be part of the Constitution.

ARTICLES OF FAITH

The Doctrinal Statement shall be the Affirmation of Faith adopted by the Fellowship of Evangelical Baptist Churches in Canada (FEBCC), with added Scriptural references, and amended from time to time from the FEBCC:

1. **THE BIBLE:** We believe the Bible to be the complete Word of God; that the sixty-six books, as originally written, comprising the Old and New Testaments were verbally inspired by the Spirit of God and were entirely free from error; that the Bible is the final authority in all matters of faith and practice and the true basis of Christian union (2 Timothy 3:16; 2 Peter 1:20-21; I Thessalonians 2:13).
2. **GOD:** We believe in one God, Creator of all, sovereign, eternal, existing in three equal Persons, the Father, the Son, and the Holy Spirit (Genesis 1:26; 3:22; Matthew 28:19; John 4:24; 10:30,36-38; 2 Corinthians 13:14; I John 5:7).
3. **JESUS CHRIST:** We believe in the absolute and essential deity of Jesus Christ in His eternal existence with the Father in pre-incarnate glory, in His virgin birth, sinless life, substitutionary death, bodily resurrection, triumphant ascension, mediatory ministry and personal return (Isaiah 7:14; 9:6; John 1:1-3,14,18; 3:16; 6:37; Romans 10:10; I Timothy 2:5-6; Hebrews 1:1-3).
4. **THE HOLY SPIRIT:** We believe in the absolute and essential deity and personality of the Holy Spirit who convicts of sin, of righteousness, and of judgment; who regenerates, sanctifies, illuminates and comforts those who believe in the Lord Jesus Christ (John 15:26; 16:7-14; Romans 8:26,27; Ephesians 1:13-14).
5. **SATAN:** We believe that Satan exists as an evil personality; the originator of sin, the arch-enemy of God and man (Genesis 3:14,15; Job 1:6; Matthew 4:1-11; John 8:44; 2 Thessalonians 2:8-10; 2 Corinthians 11:13-15; Revelation 12:10; 20:2).
6. **PEOPLE:** We believe that man was divinely created in the image of God; that he sinned, becoming guilty before God, resulting in total depravity thereby incurring physical and spiritual death (Genesis

1:27; 3:1-24; Isaiah 64:6; Jeremiah 17:9; Romans 3:10-12; 5:12; Ephesians 2:1-3).

7. SALVATION: We believe that salvation is by the sovereign, electing grace of God; that by the appointment of the Father, Christ voluntarily suffered a vicarious, expiatory and propitiatory death; that justification is by faith alone in the all-sufficient sacrifice and resurrection of the Lord Jesus Christ and that those whom God has effectually called shall be divinely preserved and finally perfected in the image of the Lord (John 1:29; Acts 8:32-37; Romans 5:1,6-8; 2 Corinthians 5:21; Ephesians 1:3-7; 2:8-9; Hebrews 9:28; 1 Peter 1:18-19; 2:24; 3:18).

8. FUTURE THINGS: We believe in the personal, bodily and glorious return of the Lord Jesus Christ; in the bodily resurrection of the just and the unjust; in the eternal blessedness of the redeemed and in the judgment and conscious, eternal punishment of the wicked (Acts 1:11; 1 Thessalonians 4:14-18; 2 Thessalonians 1:7-9; 2 Peter 3:1-13; Revelation 20:11-15).

9. THE CHURCH: We believe that a Church is a company of immersed believers, called out from the world, separated unto the Lord Jesus, voluntarily associated for the ministry of the word, the mutual edification of its Members, the propagation of the faith and the observance of the ordinances. We believe it is a sovereign, independent body, exercising its own divinely awarded gifts, precepts and privileges under the Lordship of Christ, the Great Head of the Church. We believe that its Officers are pastors and deacons (Matthew 16:13-19; Acts 2:41-47; 16:5; 20:28; Ephesians 5:25-27; 1 Timothy 3:1-13).

10. ORDINANCES: We believe that there are two ordinances for the Church and regularly observed in the New Testament in the following order: Baptism, which is the immersion of the believer in water, whereby he obeys Christ's command and sets forth his identification with Christ in His death, burial and resurrection (Matthew 28:19-20; Acts 8:36-

such a one to full Membership. Members absenting themselves from the regular services in general and the Observance of the Lord's Supper in particular for a period of one year without sufficient cause, upon the majority vote of the Church at a duly called Member's Meeting may be deleted from the Membership (Galatians 6:1; Matthew 18:15-18).

4. VOTING PRIVILEGES

Only Members in good standing and having reached the age of majority may vote at Church Business Conferences. If unable to attend an upcoming Church Business Conference, Members may prepare an absentee ballot one-week prior to the Business Conference.

5. WITHDRAWAL FROM MEMBERSHIP

Members may withdraw their Membership from the Church by giving written notice to the Board of Deacons. Such withdrawal will be effective upon receipt of the letter.

Section 11

DISCIPLINE

All believers are subject to the authority of Christ, the Head of the Church. Faith Baptist Church Oakville, through its Board of Deacons, reserves the right to exclude or suspend from Membership Members who do not fulfill the requirements of this Constitution, any By-law established herein (or subsequently), or the Covenant (see Appendix I), or who in the opinion of the Board of Deacons are in contravention of the moral/ethical expectations of evangelical Christianity (2 Thessalonians 3:6; Matthew 18:15-17; 1 Corinthians 5:1-13).

Section 12

INDEMNITY

Every person who acts on behalf of the Church on the au-

shall not be required in order to conduct the occasional business meetings outlined in paragraph 5 of this Section.

Section 10

MEMBERSHIP

1. RECEPTION INTO MEMBERSHIP

(a) Baptized believers may be received into the fellowship of the Church.

(b) Individuals for whom a letter of transfer or commendation has been received from another church of like faith and order may become Members.

(c) Individuals upon their statement of faith in Christ as baptized believers may become Members.

Candidates for Membership under any of these categories must demonstrate evidences of the new birth.

All candidates shall be received into Membership at a congregational Business Conference upon the recommendation of Pastor and Deacons. They shall be welcomed into the Membership at the next Observance of the Lord's Supper or soon thereafter.

2. TRANSFER OF MEMBERSHIP

Members in good standing may request a letter of transfer or commendation to another church of like faith and order.

3. CHURCH DISCIPLINE

Members failing to observe the basic principles of the Christian faith as stated in our Church Covenant and the Articles of faith, and to such a degree as to bring reproach upon the name of Christ and the ministries of this local Church, shall be interviewed by the Deacons, who in turn will make a recommendation to the Church as to the measures of discipline to be taken, only after every effort has been made to restore

39; Romans 6:3-6). The Lord's Supper, which is the memorial wherein the believer partakes of the two elements, bread and wine, which symbolize the Lord's body and shed blood, proclaiming His death until He come (Luke 22:19-20; I Corinthians 11:23-28; Hebrews 9:24-28).

11. CHURCH AND STATE: We believe in the separation of Church and State (Matthew 17:24-27; 22:17-21; Romans 13:7; I Corinthians 10:32; Titus 3:1-2).

12. RELIGIOUS LIBERTY: We believe in religious liberty; that every man has the right to practice and propagate his beliefs (Daniel 6:1-28; Luke 4:18,19; Galatians 5:1,13; I Corinthians 8:9).

13. THE LORD'S DAY: We believe that the first day of the week is the Lord's day and that, in a special sense, it is the divinely appointed day for worship and spiritual exercise (Acts 20:7; I Corinthians 16:1-2; Revelations 1:10).

14. CIVIL GOVERNMENT: We believe that civil government is of divine appointment for the interest and good order of society; that the magistrates are to be prayed for, conscientiously honoured and obeyed, except in the things opposed to the will of the Lord Jesus Christ, who is the only Lord of the conscience and Prince of the kings of the earth (Daniel 3:16-18; 6:10; I Timothy 2:1-2; 6:1-2; Titus 3:1; I Peter 2:13-20).

CHURCH GOVERNMENT

1 Peter 4:10-11

The functions of government shall be administered by a Board of Deacons and the Pastor, who shall be men of exemplary Christian character.

Section 1

THE BOARD OF DEACONS

1. The Deacons are recognized as servants of the Church, whose qualifications are clearly set forth in Scripture (I Timothy 3:8-13).
2. The Board of Deacons shall consist of not fewer than 4 and not more than 15 Members. Nominations for the Board of Deacons shall be made by the Nominating Committee and proposed to the Members at the Annual Business Conference. In order for these nominations to be ratified, the Members of the Church will need to ratify each nomination by a two-thirds majority of Members voting at the Annual Business Conference. In the case that one or more of these nominations is not ratified, the Nominating Committee may be required to submit a new nomination to replace each failed nomination, and then duly call a Church Members' Meeting in order to ratify the nominations in the manner outlined above. The Deacons may be re-elected for a maximum of three two-year terms. Following a one-year sabbatical, the Deacon may be eligible for re-election. The election of Deacons shall take place at the Annual Business Conference or by action of the Church.
3. It shall be the duty of a deacon to assist the Pastor in all matters pertaining to the welfare of the Body.
4. The Deacons shall assist in the administering of the Observances of the Lord's Supper.
5. The Board of Deacons shall be responsible for the financial budget of the Church and other matters referred to in this by-law.
6. The Board of Deacons shall meet each month, except in the months of July and August, but the Chairman may call additional meetings if circumstances so require. Notice of meeting shall be given at the close of each meeting and by notice in the Church bulletin. If circumstances make it impossible or impractical to hold a Board meeting in a given month, the Chairman may cancel the Board meeting for that month.

Board of Deacons, by a two-thirds vote of the Board of Deacons, or by requisition in writing by ten per cent of the Membership to the Chairman of the Board of Deacons, provided that notice of such meeting and agenda thereof have been given at least one week in advance. Any notice of such special meeting shall give sufficient information in order to permit Members to make reasoned judgment.

7. Eligibility to Vote. Only Members who have attained the age of majority shall be eligible to vote on any question before the Membership.

8. Quorum. 30% of the Membership, excluding missionaries and others absent on "full time" service and Members under the age of majority, shall constitute a quorum for a Membership Meeting.

9. Required Majority. A simple majority vote of Members present shall carry all matters of business, unless the Act or these by-laws otherwise provide.

10. Waiver of Notice. A Member shall be deemed to have waived notice of Meeting by attendance at that Meeting, except where he attends the Meeting for the express purpose of objecting to the transaction of any business on the grounds that the Meeting is not lawfully called.

11. Omission of Notice. The accidental omission to give notice of any Meeting or any irregularity in the notice of any Meeting or the non-receipt of any notice by any Member or by the auditor or the Corporation shall not invalidate any Resolution passed or any proceedings taken at any Meeting of Members, provided that no Member objects to such omission or irregularity.

12. Voting by proxy shall not be permitted.

13. Notice of Meeting (for any Members' Meeting, including Business Conferences) shall be published in the Church Bulletin a minimum of one week prior to the Meeting. Notice

Chairman, or the Vice-Chairman of the Board of Deacons, or a Member of the Board of Deacons appointed by the Membership. So that "all things may be done decently and in order" (1 Cor. 14:40), the agenda shall, subject to paragraph 3 below, conform to the following pattern:

- (i) The Chairman shall ascertain that a quorum has been constituted.
- (ii) Approval of Minutes of last meeting.
- (iii) Appointment of Scrutineers.
- (iv) Election of the Board of Deacons.
- (v) Election of the nominees for the Standing Committees, Church Workers, and Nominating Committee.
- (vi) Appointment of auditors for the ensuing year.
- (vii) Receipt and approval of the annual departmental and committee reports and the audited financial statements for the previous year.
- (viii) Consideration of any other matters of business, of which advance notice has been given to the Secretary and an Agenda thereof prominently posted one week in advance, or which may in the sole discretion of the Chairman properly come before the meeting.

3. A separate Meeting may be called for receipt and approval of annual departmental committee reports, audited financial statements, approval of the auditors, and other matters properly brought forward to the meeting.

4. A Fall Business Conference will be held each autumn in or about the third week of November to bring to the Church the recommended financial expectations for the coming year, including the annual budgets of the General Fund and the Missions Fund.

5. Consideration of applications for Church Membership and the election of messengers to Conventions may be done at any regularly scheduled Sunday service, and may be approved by a majority vote of Members present. In such a case, a Member of the Board of Deacons shall act as Scrutineer.

6. Notice of Special Meeting. Other Membership Meetings may be held at the call of the Senior Pastor, Chairman of the

7. A quorum for a meeting of the Board of Deacons shall be two-fifths of the elected Members and such meeting shall normally be held at the Town of Oakville.

8. Deacons shall be expected to attend at least five Board meetings annually.

9. Resolutions at meetings of the Board of Deacons shall be passed by a vote of 75% of those present unless otherwise determined by those present at that meeting.

10. The position of a Member of the Board of Deacons shall be automatically vacated in the event that:

- a) the Deacon resigns his position by written notification to the Chairman of the Board and the Board of Deacons accepts such notice. (If, however, the Board of Deacons refuses to accept such notice the Deacon shall serve until the next Annual Meeting); or
- b) the Deacon is found to be mentally incompetent or of unsound mind; or
- c) the Deacon becomes bankrupt; or
- d) the Deacon ceases to be a Church Member; or
- e) the Deacon dies; or
- f) the Membership votes by a two-thirds majority to remove the Deacon at a duly called Members' Meeting.

In the above cases the Nominating Committee may propose the name of a replacement Deacon who, on approval of the Church Membership by a two-thirds majority of those voting, shall serve until the next Annual Meeting.

11. The position of a Member of the Board of Deacons shall be vacated when the Board determines that the Deacon no longer fulfils all the qualifications of a Deacon set out in Section 1.

12. No Member of the Board of Deacons shall place himself in a position where there is a conflict of interest between his duties as a Deacon and his other interests.

13. The Board of Deacons has the power to manage the

Corporation

14. All Members of the Board of Deacons have the right to vote.

Section 2

OFFICERS

The Officers of the Church shall be: the Chairman of the Board of Deacons, the Vice-Chairman of the Board of Deacons, the Secretary to the Board, and the Treasurer.

Chairman of the Board of Deacons: It shall normally be the Senior Pastor's prerogative to act as the Chairman of the Board of Deacons. If for some reason the Senior Pastor does not act as Chairman of the Board of Deacons, he shall channel that assignment to another Member of the Board, failing which the Board shall elect its own Chairman. The Chairman shall normally preside over Business and other meetings of the Membership and meetings of the Board of Deacons, subject to the limitations stated in Section 4.7.

Vice-Chairman of the Board of Deacons: The Vice-Chairman of the Board of Deacons shall be a Deacon and elected annually by the Board of Deacons. In the absence of the Chairman, he shall preside over Business and other meetings of the Membership and meetings of the Board of Deacons.

4. Secretary to the Board: The Secretary to the Board shall be a Deacon and elected annually by the Board of Deacons and shall call meetings of the Board of Deacons as directed by the Board. The Secretary shall ensure that an appropriate record is maintained of Business and other meetings of the Membership and meetings of the Board of Deacons. The Secretary shall be responsible for the custody of the corporate seal.

5. Treasurer: The Treasurer shall be a Deacon and elected

Standing Committees at the Annual Business Conference for ratification by the congregation. Should any of the nominations proposed by the Nominating Committee fail to be ratified, the Board of Deacons may, at their discretion, require the Nominating Committee to propose new names to replace the failed nominations, and the Board of Deacons may then call a Member's Meeting in order to ratify the new nominations.

3. In addition to the nominations for positions of Church Workers and Members of Standing Committees proposed by the Nominating Committee, any Church Member may also make nominations for said positions from the floor of the Annual Business Conference, provided that such nominee has given prior consent for his or her name to be put forward.

Section 8

FINANCES

The work of the Church shall be carried on by the freewill offerings of God's people, who are encouraged to give regularly and in proportion to their ability. The tithe is commended as a standard for giving (1 Cor. 16:2). The Treasurer and the Board of Deacons shall be jointly responsible for the finances of the Church and the accounts shall be subject to an annual audit carried out by an auditor or auditors appointed at the Annual Meeting of the Membership.

Section 9

BUSINESS MEETINGS OF THE MEMBERS

1. Notification. The Membership shall be given one Sunday's notification from the pulpit and written notice of the time and the purpose of all Meetings of the Membership,

2. An Annual Business Conference of Members shall be held annually in or about the third week of February. In order of precedence the Chairman of the Conference shall be the

17. ADDITIONAL STANDING COMMITTEES may be formed as the need arises, at the discretion of the Board of Deacons.

MEMBERSHIP: Individuals on Standing Committees with primary teaching assignments (as defined at the discretion of the Board of Deacons) shall be Members of the Church. Membership shall also be required of all heads of departments and chairpersons of Standing Committees. Non-Members shall be granted the opportunity to serve in ministry with the approval of the Deacons.

REMUNERATION: Unless these by-laws otherwise provide, or the Board of Deacons at their discretion decide, individuals on Standing Committees will not be remunerated.

Section 7

NOMINATING COMMITTEE

1. The Nominating Committee shall consist of five Members of the Church. The Nominating Committee along with the Board of Deacons shall nominate five individuals to make up the Nominating Committee to the Members of the Church at the Annual Business Conference. In order for these nominations to be ratified, the Members of the Church will need to ratify each nomination by a majority vote at the Annual Business Conference. In the case that one or more of these nominations is not ratified, the Board of Deacons will be required to submit a new nomination to replace each failed nomination, and then duly call a Church Members' Meeting in order to ratify the nominations in the manner outlined above. Members of the Nominating Committee shall serve for one year, and will be eligible for re-election at the discretion of the Board of Deacons and subject to ratification by the Members in the manner outlined above.

2. The Nominating Committee will propose names of nominees for positions of Church Workers and Members of

annually by the Board of Deacons and shall ensure that appropriate financial records are maintained for the Church.

6. Except for the Senior Pastor, all Officers are Deacons. Therefore, the process for the appointment and removal of Officers is outlined in Section 1, item 10 for all Officers except for the Senior Pastor, for whom the process is outlined in Section 4.

7. Except in cases where these by-laws otherwise provide, or where the Board of Deacons at their discretion decide, Officers of the Church will not be remunerated.

Section 3

CHURCH WORKERS

1. The Church Workers shall be: the Church Clerk, the Financial Secretary, Church Treasurer and the Tellers.

2. Church Clerk: shall be responsible for maintaining the Membership roll including date of reception whether by baptism, by transfer or on statement of faith. The Church clerk shall also maintain a full record of all of the Church Business Conferences.

3. Financial Secretary: shall maintain the records of envelope givings and issue receipts for charitable donations. The financial secretary shall be responsible for securing and distributing individual sets of offering envelopes to those Member and constituent families or individuals who request them.

4. Tellers: shall be at least eight in number to be elected at the Annual Business Conference. The tellers shall count and tabulate the offering received at each service. At least two tellers shall be present at all times that offerings are being counted.

5. Church Treasurer: shall keep account of all of the moneys received and disbursed. The Church Treasurer shall care for

the banking of all such funds on behalf of the Church and shall pay all accounts under the direction of the Finance Committee. The treasurer shall supply the auditors with such records as they shall require for the annual audit of the books. The treasurer shall provide information to Government agencies as required, to comply with The Charitable Societies Act and The Income Tax Act.

6. Nominees for positions as Church Workers shall be put forward by the Nominating Committee each annum. These nominations shall be ratified each annum by a majority vote of the Church at the duly called Annual Business conference. While there is no limit as to the number of terms that an individual can serve as a Church Worker, continuation is subject each year to that individual being nominated by the Nominating Committee and subject to that nomination being ratified each year at the Annual Business Conference.

7. Church Workers may be removed by a two-thirds majority vote of Deacons present at a meeting.

Section 4

THE SENIOR PASTOR

1. The qualifications of a Pastor are those set forth in the Scriptures (1 Timothy 3:1-7).
2. The Senior Pastor, prior to his appointment, shall be required to subscribe in writing to the Articles of Faith contained in the Letters Patent of the Church and the Covenant in the Appendix. He shall be required to become a Member of the Church.
3. To call a Senior Pastor, a quorum of 30% of the Membership shall be present at a meeting duly called by the Board of Deacons for the purpose and a two-thirds vote of those present shall be required to carry the motion.
4. To remove a Senior Pastor, a quorum of 30% of the Mem-

events.

10. LIBRARY COMMITTEE with a minimum of four Members to administer the operations of the Church Library.

11. MISSIONS COMMITTEE with a minimum of five Members to coordinate the Missions outreach of the Church including a Budget recommendation for Missions at the Fall Business Conference.

12. MUSIC COMMITTEE with a minimum of three Members to administer the Music Ministry of the Church. The Committee will also oversee the care of the musical instruments used in public worship.

13. NURSERY COORDINATOR shall maintain and coordinate a roster of nursery caregivers during the regular Services of worship and on special occasions. The Nursery Coordinator will also arrange for the care of the space and equipment in the nursery areas in keeping with the highest standards of hygiene.

14. SUNSHINE COMMITTEE with a minimum of four Members to arrange follow-up contacts with flowers, personal notes and cards to Member and constituent families during times of illness or bereavement or when the celebrating of the birth of a child. The Committee's mandate may be expanded to include special recognitions among the congregation.

15. WOMEN'S MINISTRY with a coordinating committee chosen by the ladies of the congregation to plan for the regular meetings held on the third Thursday of each month and to coordinate the integrating of newcomers with a missionary and outreach emphasis.

16. WORSHIP SUPPORT COMMITTEE with a minimum of six Members to prepare for the services of baptism and the Observances of the Lord's Supper.

confidential distribution of benevolent funds to persons in need in the Church and community.

2. BUILDING AND GROUNDS COMMITTEE with a minimum of six Members to oversee the care and upkeep of the Church buildings and exterior property. The Committee will also supervise the custodial staff.

3. CHILDREN'S CHURCH COORDINATOR shall oversee the choice of curriculum and adequate staffing for a ministry to children during a portion of the Morning Worship Service.

4. FAMILY BIBLE HOUR a Bible-centered teaching ministry on Sunday mornings for the entire family.

5. HOSPITALITY COMMITTEE with a minimum of five Members, to coordinate various Church-wide fellowship activities throughout the year.

6. FIFTY PLUS with one or more persons to coordinate activities among the senior Members of the Church.

7. FINANCE COMMITTEE with a minimum of six Members, among them, the Church Treasurer, one Member from the Board of Deacons and one Member from the Missions Committee. The Committee will oversee the financial administration of the Church during the financial year. The committee will recommend to the Church the Financial Expectations for the coming year during the Fall Business Conference.

8. GREETERS AND USHERS COMMITTEES with an administrative team of not less than two persons to provide a roster of trained personnel as Greeters and Ushers at the Services on the Lord's Day and on special occasions.

9. KITCHEN COMMITTEE with a minimum of two Members to maintain the Church Kitchen including space and equipment and to purchase supplies for upcoming Church

bership shall be present at a meeting duly called by the Board of Deacons for the purpose and a majority vote of those present shall be required to carry the motion. Upon removal, the Senior Pastor's Membership of the Church may be terminated by the Board.

5. When a Senior Pastor himself feels led to terminate his ministry, he shall give the congregation at least one month's notice.

6. The Senior Pastor shall have a job description approved by the Board of Deacons which shall include but not be limited to the following: He shall give himself consistently to the ministry of the Word and to prayer; select and consistently observe a day of rest; be available for pastoral interviews or counseling at his convenience; have Church Ministerial Staff, Church Workers, and the Members of the Board of Deacons share with him such duties and responsibilities as circumstances may require so that he may fulfill his first duty to give himself consistently to the ministry of the Word and to prayer.

7. The Senior Pastor shall be an ex-officio Member (without power to vote) of all committees except the Finance Committee. He must excuse himself from any Board or Committee meetings during which his employment and/or remuneration or the remuneration of other staff Members is being discussed.

8. The Senior Pastor shall serve as Moderator of all Church Business Conferences or channel that assignment to another Member of the congregation. The Pastor shall serve as Chairman of the Board of Deacons, failing which the procedure outlined in Section 2.2 shall be followed.

9. The Senior Pastor shall be allowed vacation time with pay each annum, according to the discretion of the Board of Deacons. Leave of absence may be granted to the Senior Pastor by the Board of Deacons at their discretion. The Senior Pastor will be granted time away for Pastors' conferences and

conventions with expenses paid by the Church, at the discretion of the Board of Deacons.

10. The stipend and other terms of office of the Senior Pastor shall be specified by the Board of Deacons.

11. By virtue of his office, the Senior Pastor shall have the authority to call together the Church or any of its ministry groups and committees and the Board at any time deemed necessary.

Section 5

EMPLOYMENT OF CHURCH MINISTERIAL STAFF AND OTHER STAFF

1. All Church Ministerial Staff shall be required to subscribe in writing to the Church Constitution, including the Covenant.

2. Church Ministerial Staff shall be required to become Members of the Church.

3. All staff except the Senior Pastor, shall be appointed and removed by the Board of Deacons. Upon removal their Membership may be terminated. At their discretion, the Board of Deacons may request approval from the Church Members to hire a Church Ministerial Staff Member. Such approval may be sought from the Church Members at a duly called Meeting of Members.

4. The terms of employment of all staff shall be determined by the Board of Deacons. No staff Member shall be present at any meeting where staff remuneration is being discussed.

5. Church Ministerial Staff and other staff, except those staff Members who are accountable to Standing Committees, shall be accountable to the Senior Pastor in all phases of Church work, but when there is no Senior Pastor or the Senior Pastor

is not available, they shall be accountable to the Board of Deacons.

6. Church Ministerial Staff may be requested, at the discretion of the Senior Pastor, to attend meetings of the Board of Deacons, but shall have no vote.

Section 6

STANDING COMMITTEES

Preamble:

Nominees for Standing Committees shall be put forward by the Nominating Committee each annum. These nominations shall be ratified each annum by a majority vote of the Church at the duly called Annual Business conference. While there is no limit as to the number of terms that an individual can serve on a Standing Committee, continuation is subject each year to that individual being nominated by the Nominating Committee and subject to that nomination being ratified each year at the Annual Business Conference. The Senior Pastor shall be an Ex Officio Member of all committees except Finance. A quorum for a Standing Committee meeting shall be two-fifths of the Members of the Committee. The Standing Committees of the Church shall be: Benevolent Fund, Building and Grounds, Children's Church Coordinator, Family Bible Hour, Hospitality, Fifty Plus, Finance, Greeters and Ushers, Kitchen, Library, Missions, Music, Nursery, Sunshine, Women's Ministry, Worship Support. At the discretion of the Board of Deacons, all committees shall be required to submit reports of activities and recommendations to the Board of Deacons for review and/or approval. Each Committee shall review annually its mandate and policies, submitting proposed additions and changes to the Board of Deacons. No Member shall place himself/herself in a position where there is a conflict of interest between his/her duties as a committee Member and his/her other interests.

1. BENEVOLENT FUND COMMITTEE to be administered by the Pastor and one Member of the congregation with the