

THE CONSTITUTION OF CALVARY BAPTIST CHURCH

PREAMBLE

We, the members of Calvary Baptist Church of Woodbridge, Virginia, desiring to be joined together by common purposes, principles, and practices, hereby adopt and accept the following articles to be the constitution of this church. (Matthew 28:19; Ephesians 4:12-16)

ARTICLE I - NAME

The name of this church shall be Calvary Baptist Church of Woodbridge, Virginia, an independent church.

ARTICLE II - FOUNDATION

"For no other foundation can anyone lay than that which is laid, which is Jesus Christ...in whom the whole building, being fitted together, grows into a holy temple in the Lord, in whom you also are being built together for a dwelling place of God in the Spirit." (NKJV) (1 Corinthians 3:11; Ephesians 2:21-22)

ARTICLE III - PURPOSE

Our purpose is to glorify God by introducing people to Jesus Christ, growing together in harmony as members of His family, and equipping one another to serve Him. (Ephesians 4:11-16)

ARTICLE IV - DOCTRINE AND STATEMENT OF FAITH

The doctrine of this church shall conform to the Word of God. That doctrine is summarized in our statement of faith.

Section 1: THE HOLY BIBLE

We believe in the verbal, plenary inspiration of the Word of God, that the Holy Bible, comprising both the Old and New Testaments, is the final authority for faith and life, inerrant in the original writings and infallible. (Matthew 5:17-18; 2 Timothy 3:16-17; 2 Peter 1:19-21)

Section 2: THE GODHEAD

We believe in one triune God, creator of Heaven and earth, eternally existing in three equally divine persons (Father, Son, and Holy Spirit), co-eternal in being, co-identical in nature, co-equal in power, holiness and glory, and having the same attributes and perfections. This one, true, and living God is infinitely perfect in both love and holiness. (Exodus 20:2-3; John 1:1-3; John 5:7-12; John 14:6-7; John 14:9-11; 1 Corinthians 8:6; 2 Corinthians 13:14; 1 John 5:7; Revelation 4:11)

Section 3: THE PERSON AND WORK OF CHRIST

We believe that the Lord Jesus Christ, the eternal Son of God, became man, without ceasing to be God, having been conceived by the Holy Spirit and born of the Virgin Mary, in order that He might reveal God and redeem sinful men. (Isaiah 7:14; 9:6; Luke 1:30-35; John 1:1, 2, 14, 18; Philippians 2:5-8)

We believe that the Lord Jesus Christ accomplished our redemption through His death on the cross as a representative, vicarious, substitutionary sacrifice; and that our justification is made sure by His literal, physical resurrection from the dead. (Romans 3:24-25; 5:8; Ephesians 1:7; 1 Peter 1:3-5; 2:24)

We believe that the Lord Jesus Christ ascended into heaven, and is now exalted at the right hand of God, where, as our High Priest, He fulfills the ministries of representative, intercessor, and advocate. (Acts 1:9-10; Romans 8:34; Hebrews 9:24; 1 John 2:1-2)

Section 4: THE PERSON AND WORK OF THE HOLY SPIRIT

We believe that the Holy Spirit is the third person of the Trinity, who convicts the world of sin, of righteousness and of judgment; and that He is the supernatural agent in regeneration, baptizing all believers into the body of Christ, indwelling them and sealing them unto the day of redemption. (John 14:16-17; 16:8-11; Romans 8:9; 1 Corinthians 12:12-14; Ephesians 1:13-14)

We believe that the Holy Spirit is the divine Teacher who guides believers into all truth; and that it is the privilege and duty of all the saved to be filled with the Spirit. (John 16:13; Ephesians 5:18; 1 John 2:20, 27)

Section 5: THE TOTAL DEPRAVITY OF MAN

We believe that man was created in the image and likeness of God, but that in Adam's sin the race fell, inherited 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; Psalms 14:1-3; 51:5; Jeremiah 17:9; John 3:6; Romans 3:22-23; 5:12; Ephesians 2:1-3)

Section 6: SALVATION

We believe that salvation is the free gift of God brought to man by grace and received only by personal faith in Jesus Christ, who died and shed His precious blood on Calvary for the forgiveness of our sins and was raised for our justification. (John 1:12; 3:16; Romans 5:8-10; 1 Corinthians 15:3-4; Ephesians 1:7; 2:8-10; 1 Peter 1:18-19; 3:18)

Section 7: ASSURANCE

We believe that all the redeemed, once justified, are kept by God's power and are thus secure in Christ forever, and that it is their privilege to rejoice in the assurance of their salvation through the testimony of God's Word; which, however, clearly forbids the use of Christian liberty as an occasion to the flesh. (John 6:37-40; 10:27-30; Romans 8:1, 38-39; 13:13-14; 1 Corinthians 1:4-8; Galatians 5:13; Titus 2:11-15; 1 Peter 1:5; 1 John 5:11-13)

Section 8: THE TWO NATURES OF THE BELIEVER

We believe that 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; 8:12-13; Galatians 5:16-25; Ephesians 4:22-24; Colossians 3:10; 1 Peter 1:14-16; 1 John 3:5-9)

Section 9: HOLY LIVING

We believe that all who are justified are called to live above reproach by faithful reliance on the Holy Spirit, to reject religious apostasy, worldliness, and sinful practices. (Romans 12:1-2; 14:13; 2 Corinthians 7:1; 2 Timothy 3:1-5)

Section 10: THE CHURCH

We believe that the Church, which is the body and espoused bride of Christ, is a spiritual organism made up of all born-again persons of this present age. (1 Corinthians 12:12-14; 2 Corinthians 11:2; Ephesians 1:22-23)

We believe that the establishment and continuance of local churches for the purpose of evangelizing the lost and edifying the saved is clearly taught and defined in the New Testament. (Acts 14:27; 20:17, 28-30; 1 Timothy 3:1-13; Titus 1:5-11)

Section 11: SPIRITUAL GIFTS

We believe that divine, enabling gifts for service are bestowed by the Holy Spirit upon all who are saved. (1 Corinthians 12:4-11; 13; 1 Corinthians 14; 2 Corinthians 12:12; Ephesians 4:7-12)

Section 12: MISSIONS

We believe that it is the obligation of the saved to witness by life and by word to the truths of the Gospel and to seek to proclaim its message to all mankind. (Matthew 28:19-20; Mark 16:15; Acts 1:8; 2 Corinthians 5:19-20)

Section 13: 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 man, and that he shall be eternally punished in the lake of fire. (Isaiah 14:12-17; Matthew 4:1-11; 2 Corinthians 4:4; Revelation 20:10)

Section 14: THE SECOND ADVENT OF CHRIST

We believe in the "Blessed Hope" – the personal, imminent, pretribulational and premillennial coming of the Lord Jesus Christ for His redeemed ones; and His subsequent return to earth with the saints to establish His millennial kingdom. (Zechariah 14:4-11; 1 Thessalonians 1:10; 4:13-18; 5:9; Revelation 3:10; 19:11-16; 20:1-6)

Section 15: THE ETERNAL STATE

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

ARTICLE V – ORDINANCES

Baptism and the Lord's Supper are the only ordinances instituted and commanded by Jesus Christ to be continued by His church until He returns. (Matthew 28:19-20; Acts 10:47; 19:5; 1 Corinthians 11:23-26)

Section 1: Baptism

Baptism is for believers and is a public testimony of faith in Christ in obedience to His command. Baptism identifies the believer with Christ's death, burial and resurrection. This church will baptize by immersion in water in the name of the Father, and of the Son, and of the Holy Spirit (Matthew 3:16; 28:19-20; John 3:23; Acts 2:41; Acts 8:38) after a person professes faith in the Lord Jesus Christ as personal Savior.

Those desiring to be baptized shall meet with the Pastor and/or the Elders. The ordinance of baptism provides no eternal salvation.

Section 2: Lord's Supper

The Lord's Supper was instituted by the Lord Jesus Christ the same night in which He was betrayed and is to be observed in His churches until He returns, for the continual remembrance of His death (Matt 26:26-28; Mark 14:22-25; Luke 22:18-20; 1 Corinthians 10:16; 1 Corinthians 11:23-25). The Lord's Supper will be served on a regular basis. Any person professing faith in the Lord Jesus Christ as personal Savior may participate. The ordinance of the Lord's Supper provides no eternal salvation.

ARTICLE VI - MEMBERSHIP

Section 1: Admission

Any person professing faith in the Lord Jesus Christ as personal Savior, giving evidence of a changed life, having been baptized by immersion as a believer, accepting the church's statement of faith, and agreeing to abide by its constitution may, upon satisfactory examination by the Elders, be received into church membership.

Section 2: Expectations

An active church member in good standing is one who regularly attends the church's services (Hebrews 10:24-25), works for its edification (Romans 14:19; 1 Thessalonians 5:11), prays regularly for its leadership and other members (Ephesians 6:18), guards its good name in the community (Philippians 1:27), becomes active in its ministry according to his/her spiritual gifts (Romans 12:6-8; Ephesians 4:7-16), and contributes regularly and cheerfully according to his/her ability (Malachi 3:10; 2 Corinthians 9:7; 1 Corinthians 16:2).

Section 3: Inactive Members

The Elders will maintain an inactive membership list. Members who willfully, without plausible reason, absent themselves from the services of the church for a period of one (1) year may be removed from membership by the Elders.

Section 4: Release of Members

A letter may be granted any member in good standing who chooses to join another church. Any member resigning or joining another church will be removed from the membership.

Section 5: Church Discipline and Restoration—Matthew 18:15-20, Galatians 6:1-2

The New Testament prescribes a very definite procedure in dealing with matters of disorderly conduct and heretical doctrine so opposed to the church's life and faith as to destroy the possibility of fellowship. The following procedures must be carried out prayerfully (Matthew 18:19-20), although not all steps may be necessary if repentance occurs. The Elders have the right to remove anyone from any position of authority if disorderly conduct occurs or heretical doctrine is being taught.

Step 1 – Private rebuke.

(Matthew 18:15; Luke 17:3; Galatians 6:1; James 5:19-20)

Step 2 – Rebuke by two or three.

(Matthew 18:16; 1 Timothy 5:19)

*Step 3 – Public Rebuke.

(Matthew 18:17; 1 Timothy 5:19-20)

*Step 4 – Excommunication.

(Matthew 18:17; 1 Corinthians 5:2, 7, 11, 13; 2 Thessalonians 3:6, 14)

*Steps 3 and 4 shall be the responsibility of the Elders of the church.

The two-fold goal of church discipline must always be kept in mind:

A To protect the church from sin and heresy.

(Acts 20:28-31; 1 Timothy 5:20; Hebrews 13:17)

B To restore the sinning believer.

(Matthew 18:15; Luke 17:3-4; 2 Corinthians 2:6-8; Galatians 6:1-2; 2 Thessalonians 3:15)

The motivation of all church discipline is love: love for the Lord and love for the fallen brother or sister. (2 Corinthians 2:8; see also John 13:34; 1 Peter 4:8; 1 John 3:18). The Elders will maintain a policy and make it available to the Congregation upon request.

Section 6: Reinstating Members

The Elders may reinstate a former member.

ARTICLE VII - CHURCH OVERSIGHT

Section 1: Concept

This church recognizes Christ as its Head and the Scriptures as its only authority (Colossians 1:18; Ephesians 1:22-23; 4:15; 2 Timothy 3:16). Under that authority, the oversight of this church is vested in a body of Elders who operate in concert with the Deacons and the Congregation. The primary officers of the Church are the Elders and Deacons.

Section 2: The Congregation

The members of Calvary Baptist Church constitute the Congregation. The active members of the Congregation 18 years of age and older are the voting members and vote on Elder recommendations to approve all pastors, Elders, and Deacons; to elect additional officers; to approve the budget and the purchase, conveyance, exchange, lease, mortgage, encumbrance, or sale of real property; to amend the constitution; or to dissolve the church.

Section 3: The Elders

A. Authority and Responsibility - The Elders are responsible to guard the purity of church doctrine, to shepherd the flock, and to oversee church matters.

1. The Elders will ensure that the truths of the Bible are accurately taught and applied.
2. The Elders will minister to the needs of individuals and families through personal visitation, counseling, leading by example, teaching, discipline and restoration, and the general oversight of all church ministries.
3. The Elders will oversee all church matters.

B. Qualifications - An Elder must meet the standards of 1 Timothy 3:1-7 and Titus 1:5-9, be a member of this church, believe in and support its statement of faith, and abide by its constitution.

C. Appointment - The Elders will identify qualified candidates to serve as Elders. The Congregation may submit names of candidates. The Elders will evaluate each candidate, to see that he meets the standards of 1 Timothy 3:1-7 and Titus 1:5-9 and to seek evidence of the Lord's calling to the office. The Elders will present candidates before the Congregation, who will be given 30 days to show cause why any of the prospective Elders would not be qualified to serve. After considering any such Congregational input, the Elders will present the names of candidates to the Congregation for approval. For approval of a candidate, at least two-thirds (2/3) of the votes cast must be in the affirmative.

D. Number - The number of Elders shall be determined by the Elder Board.

E. Term - The term for an Elder shall be contained in a policy determined by the Elders. An Elder may take a sabbatical for a period of time for rest and renewal while continuing to be an Elder. An Elder may resign at any time by informing the Elders. If an Elder becomes disqualified or is unable to perform his Elder duties satisfactorily, the Elders may remove him. An Elder being considered for removal will not vote on the motion to remove him. The Elders will inform the Congregation when an Elder resigns or is removed.

F. Organization - The Elders shall organize themselves in a manner to adequately meet their duties. The details of that organization shall be contained in a policy determined by the Elders.

G. Meetings – The Elders will meet regularly to discuss the spiritual status of the church.

Section 4: The Deacons

A. Duties and Responsibilities - The Deacons are responsible for assisting the Elders in the work of the ministry.

1. It shall be the duty of the Deacons to engage actively in all work of the Church, seek out such members as need special help and encouragement, visit the sick, and aid the Elders in all matters relating to the spiritual interest of the Church (Acts 6:1-7)
2. Have the oversight of the real estate and physical property of the Church and keep it in good order.
3. See that the buildings and equipment of the Church are adequately insured.
4. Undertake no expenditures unless authorized by the Congregation in the budget except in the case of an emergency. An emergency is defined as a serious physical situation that severely threatens the safety of the Congregation or the condition of the Church physical property. In such instances, the Deacons will certify the need for immediate expenditure of funds and verify the availability of funds through the Budget Committee.
5. Not sell, mortgage, or encumber in any way the real estate of the Church without the consent of the Congregation.
6. Have oversight of the following officers/committees in accordance with the descriptions provided in this Constitution: Treasurer, Assistant Treasurer, Financial Secretary, Budget Committee.

7. In conjunction with the Treasurer, see that disbursements to meet obligations are not made in excess of funds available in the treasury, or in excess of the annual Church budget.
8. Administer the Benevolent Fund.

B. Qualifications - A Deacon must meet the standards of I Timothy 3:8-13, be a member of this church, believe in and support its statement of faith, and abide by its constitution.

C. Appointment - The Elders will identify qualified candidates to serve as Deacons. The Congregation may submit names of candidates. The Elders will evaluate each candidate, to see that he meets the standards of I Timothy 3:8-13 and to seek evidence of the Lord's calling to the office. The Elders will present candidates before the Congregation, who will be given 30 days to show cause why any of the prospective Deacons would not be qualified to serve. After considering any such Congregational input, the Elders will present the names of candidates to the Congregation for approval. For approval of a candidate, at least two-thirds (2/3) of the votes cast must be in the affirmative.

D. Number - The number of Deacons shall be determined by the Deacons.

E. Term - The term for a Deacon shall be contained in a policy determined by the combined Elder/Deacon boards. The procedure for resignation or removal of a Deacon is the same as that for an Elder.

F. Organization. The Deacons shall organize themselves in a manner to adequately meet their duties. The details of that organization shall be contained in a policy determined by the Deacons.

G. Meetings – The Deacons will meet regularly to discuss the business of the church and to review the church financial situation.

Section 5: Additional Officers

Additional officers as needed to conduct the business of the church are Treasurer, Assistant Treasurer and Financial Secretary.

A. Treasurer - The Congregation shall elect from its membership a Treasurer whose term shall be for three years. He or she shall be eligible for successive terms. The treasurer shall be accountable directly to the Congregation with working oversight by the Board of Deacons for receipt, deposit and disbursement of all Church moneys, as said funds become available. Disbursement of Church moneys shall be within the fiscal constraints as outlined within the budget, having been previously submitted by the Budget Committee and approved by the Congregation. Payments of non-budgeted items will be in accordance with guidelines set forth by the Budget Committee. The Treasurer shall be a member of the Budget Committee. The Budget Committee shall have access to the Treasurer's records upon request. The Treasurer shall make a summary report to the Congregation at business meetings detailing expenditures, for year to date and budget for year to date. Upon termination of office, the Treasurer shall deliver to the successor, all books, records and papers pertaining or relating in any matter to the duties of the office.

B. Assistant Treasurer - The Congregation shall elect from its membership an Assistant Treasurer whose term shall be for three years. He or she shall be eligible for successive terms. The Assistant Treasurer shall work in conjunction with the Treasurer, shall assist the Treasurer in depositing funds and paying such bills as may be necessary in the absence of the Treasurer. The Treasurer shall oversee the work of the Assistant Treasurer. The Assistant Treasurer will be the official internal reviewer of the financial books.

C. Financial Secretary - The Congregation shall elect from its membership a Financial Secretary whose term shall be for three years. He or she shall be eligible for successive terms. He or she shall maintain records of individual giving, shall be responsible for preparing an individual's statement of contributions upon request, and shall make such other studies as requested by the church. The Financial Secretary shall give each member at the end of each calendar year a total of their giving during the year. The Board of Deacons shall oversee the work of the Financial Secretary.

Section 6: Eligibility and election of officers

To be eligible to hold any office, all officers shall be active members and at least eighteen years of age. All officers of this church shall accept the Constitution of the church, subscribe to the Statement of Faith, and be separated from worldly conduct. Election of Officers shall take place at the annual meeting and they shall take office on January 1, the first day of the church fiscal year as indicated in this Constitution. In the event of an unexpired term of office, an appointed substitute will serve until the end of that fiscal year. The church shall expect every officer to do his or her work as unto the Lord and abide by the regulations set forth in the Constitution and in church policies in performing his or her responsibilities.

ARTICLE VIII - CHURCH STAFF

Section 1: The Senior Pastor

A. Authority and Responsibilities - He is the senior spiritual leader of the church, and his principal responsibility is to equip the saints for the work of the ministry—primarily through the teaching of God's Word (Ephesians 4:11-12). Other responsibilities will be determined by the Elders. He will be an Elder and will have authority over and responsibility for the other pastors as determined by the Elders.

B. Qualifications - He will have the qualifications of an Elder. Other qualifications will be determined by the Elders.

C. Appointment - The Elders will be responsible to search for and screen candidates for the position of senior pastor. The name of the candidate selected by the Elders will be presented to the Congregation for approval at a regular or special business meeting. For approval of a candidate, at least two-thirds (2/3) of the votes cast must be in the affirmative.

D. Term

1. There is no term limit for the senior pastor.
2. He may discontinue his pastoral duties by submitting a letter of resignation to the Elders at least thirty (30) days before the effective date of the resignation.
3. If the senior pastor becomes disqualified or is unable to perform his pastoral duties satisfactorily, the Elders may remove him. The senior pastor will not vote with the other Elders on any recommendation for his removal.
4. The Elders will inform the Congregation when the senior pastor resigns or is removed.

Section 2: Other Pastors

- A. Responsibilities - Responsibilities for a particular Pastor will be as designated by the Elders.
- B. Qualifications - A Pastor will have the qualifications of an Elder. Other qualifications for a particular pastor will be determined by the Elders.
- C. Appointment - The appointment process for other Pastors will be the same as the process for the Senior Pastor.
- D. Term: Other Pastors' terms will be like the Senior Pastor's.

Section 3: Other Staff

Responsibilities, qualifications, hiring, and removal will be according to a personnel policy developed by the Elders.

ARTICLE IX - CHURCH MINISTRIES

Section 1: Approval and Oversight

- A. The Elders will approve and oversee all church ministries.
- B. The Elders will approve any church support of parachurch organizations, missions, and other ministries external to the church and oversee the church's ongoing relationships with these ministries.

Section 2: Endorsement

The name of the church may be used as an endorsement of a ministry only after approval by the Elders.

Section 3: Financial Support

Any church financial support of external ministry organizations or individuals requires approval by the Elders.

Section 4: Committees

A. Standing Committees - Standing committees may be formed by the Elders and presented to the Congregation. Nominees for such committees other than Elders or Deacons appointed to committees by their respective boards will go through the normal election procedures. Descriptions of each committee shall be the responsibility of the Elders. A copy of the committee description shall be given to each nominee for that committee. Every committee and organization shall report regularly to the unit by which it was appointed, and annually to the church. The current Standing Committees are:

1. The Nominating Committee: The Nominating Committee shall consist of an Elder and three at large members of the Congregation.

The Nominating Committee shall present to the Congregation its nominee(s) for each elective office to be filled, and it shall give prayerful consideration to the nominees presented to it by members of the church. The recommendations of the Committee shall be published for at least two weeks before the meeting at which the election is to take place.

2. The Budget Committee: The Budget Committee shall consist of the Treasurer, an Elder, a Deacon, and a member of the Congregation at large. It shall be responsible for developing the annual budget, conducting a midyear review of the budget for category adjustments, and with the Assistant Treasurer conducting in-house reviews of the church finances.

3. The Missions Committee: The Missions Committee shall consist of active church members and a representative designated by the Elders. The Committee is authorized to act in accordance with the missions policy. The Committee has the authority to evaluate missionaries, agencies, and policies; support mission education in the church, develop and administer the missions budget, and oversee the preparation of candidates. The Committee shall periodically evaluate the church's missionaries to ensure continued agreement with our doctrinal statement. The Committee will advise the Elders concerning the addition and deletion of missionaries and provide an opportunity for the Elders to concur on those decisions.

B. Ad Hoc Committees - At the discretion of the Elders, ad hoc committees may be formed to accomplish express functions, and/or for designated periods of time. The appointment of all committees shall be reported to the church on the Sunday following the meeting at which they were appointed. Having fulfilled their commitment, such committees will be terminated.

ARTICLE X - Legal Trustees

The Deacons will choose annually from their members legal trustees for the coming year. If during the year a legal trustee becomes unable to serve, the Deacons will choose a replacement. Legal trustees will have duties and responsibilities as set forth in the laws of the Commonwealth of Virginia.

ARTICLE XI - FINANCES

Section 1: Fiscal Year

The fiscal year will begin on January 1st and end on the following December 31st.

Section 2: Funds

A. General Fund – The primary operating fund for the church is the General Fund. All expenditures from the General Fund will be made in accordance with the annual budget per the provisions of Article XI, Section 3, below.

B. Other Funds – Other funds may be established by the Combined Elder/Deacon Boards for specific purposes. An example of such a fund is the Benevolent Fund. Contributions to these funds normally come from designated gifts or collections made specific to the fund's purpose. Funding may also come from the General Fund through budget lines approved in the annual budget. These funds will be administered in accordance with the financial policies approved by the Combined Elder/Deacon Boards.

Section 3: Budget

A. Budget Preparation and Approval - The Combined Elder/Deacon boards will be responsible, through the Budget Committee, to prepare a church budget for approval by the Congregation prior to the beginning of the fiscal year to establish the projected freewill giving and planned General Fund expenditures for the year.

B. Budget Execution – The total amount of the approved annual budget establishes the General Fund spending ceiling for the fiscal year. The Combined Elder/Deacon Boards have the authority to adjust line items within the budget during the year in accordance with the financial policies of the church. The overall budget ceiling shall not be increased or exceeded without the approval of the Congregation. In the event that a new budget is not approved until after the new fiscal year begins, monthly spending in the new fiscal year may not exceed average monthly income in the previous fiscal year, until the new budget is approved.

C. Year-End Surplus Funds - Funds remaining at the end of a fiscal year will be allocated by the Combined Elder/Deacon Boards.

Section 4: Income

Normally church funds will be provided by freewill gifts. All undesignated freewill gifts will be placed in the General Fund. Restricted and designated gifts will be handled according to the financial policies of the church. Other income may be received from Elder-approved activities. The receiving and handling of moneys will be according to the financial policies of the church.

Section 5: Reports and Reviews

The treasurer will make financial reports to the Combined Elder/Deacon Boards as requested and to the Congregation at least annually. Review frequency and procedures will be in accordance with the financial policies of the church.

ARTICLE XII - CONGREGATIONAL BUSINESS MEETINGS

Section 1: Conduct of Meetings

Meetings will be conducted according to the principle of mutual respect and the spirit of humility required by Philippians 2:2-8. An Elder policy will specify a rule of order for structuring the meetings.

Section 2: Regulations Concerning Meetings

A. Quorum - The voting members present at any business meeting constitute a quorum.

B. Notification - Notice of any Congregational business meeting will be given at least two weeks prior to the meeting, both from the pulpit on successive Sundays and by notices prominently posted around the church building. The Elders will notify the Congregation by mail, at least two weeks before the meeting, of any meeting in which the Congregation votes on calling a pastor; amending the constitution; or dissolving the church. As part of the two-week notification process, the Elders will provide sufficient information to the Congregation to allow them to make an informed decision on recommendations from the Elders. A meeting may be postponed by the Elders due to unforeseen circumstances.

C. New Business - A member may submit new business items to any Elder for consideration, evaluation, and prayer by the Elders.

D. Frequency of Meetings – At least one Congregational meeting will be held annually to approve the annual budget, elect officers and to provide an annual report to the Congregation. The Elders may call other meetings at any time.

E. Required Vote - An affirmative vote by a simple majority is required for approval of a business item unless a larger majority is specified elsewhere in this constitution.

ARTICLE XIII - DISSOLUTION

The Elders may call a special Congregational meeting for the purpose of dissolving Calvary Baptist Church. All assets remaining after payment of liabilities will be distributed evenly among the mission boards represented in the mission program of the church at that time. Two-thirds (2/3) of the votes cast at the meeting must be in the affirmative to dissolve the church and to approve distribution of the church assets.

ARTICLE XIV - AMENDMENTS

This constitution may be amended at any authorized business meeting under the following procedures: (1) it must be presented in writing at a business meeting and tabled until a subsequent meeting, (2) the meeting at which it will be decided must be announced for four consecutive Sundays. To approve the amendment, two-thirds (2/3) of the votes cast must be in the affirmative. This constitution shall not be suspended at any time.