

CHURCH CONSTITUTION

Adopted September 15, 1985

*Revised August 28, 2022*

Waimalu Grace Brethren

dba Grace Fellowship Hawaii Church

94-1323 Waipio Uka Street

ADOPTION

# A SPECIAL CONCRECATIONAL MEETING WAS HELD AT THE WALMALU CRACE BRETHREN CHURCH ON SUNDAY SEPTEMBER 15, 1985 AT 11:15 A.M. THE ONE ITEM OP BUSINESS WAS TO VOTE ON THE ACCEPTANCE OF THE CONSTITUTION AS HEREIN CONTAINED. THE CONSTITUTION WAS ADOPTED BY THE CONCRECATION.

GRACE FELLOWSHIP HAWAII CHURCH CONSTITUTION

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**GRACE FELLOWSHIP HAWAII CHURCH**

Definitions concerning our constitution:

1. Constitution:
2. Committee:
3. Commission:
4. By-laws:
5. Board:
6. Elected Church Leaders:

The way in which an organization is organized. The system of fundamental laws and principles of a corporation. A document in which these laws and principles are written down.

A group of people chosen to function in a certain capacity.

An authorization to perform certain duties or to take on certain powers Authority to act for another.

A secondary law or rule. A law of local application adopted by an organization.

A group of administrators

The Pastor, Elders, Deacons, Deaconesses, elected church officers.

# **GRACE FELLOWSHIP HAWAII CONSTITUTION**

**ARTICLE I – NAME**

**Section 1 – THIS *CHURCH* SHALL BE CALLED "WAIMALU GRACE BRETHREN CHURCH"(hereinafter, the "Church"), dba "GRACE FELLOWSHIP HAWAII", a Hawaii religious non-profit corporation.**

The name of this *corporation* shall be THE WAIMALU GRACE BRETHREN CHURCH, INC.

**Section 2 – PRINCIPLE OFFICE**

The principal office of the Church shall be maintained at such a place in the State of Hawaii as the Board of Directors (hereinafter the "Elders") from time to time shall determine.

**Section 3 – PLACE OF MEETINGS**

All meetings shall be held at the principal office of the Church, unless some other place is stated in the call.

# **ARTICLE II – PURPOSE**

This Church is organized of the following purposes:

The priorities of ministry of this church flow from the vision of God's glory revealed in Jesus Christ.

We exist to glorify God as a community of disciples of Jesus Christ who make disciples of Jesus Christ in central Oahu and the world. We do this by:

* 1. WORSHIPPING GOD: through public services, prayer, and the personal recognition that God is the center of our lives who has a place of preeminence in everything. (Colossians 1:13-18;

I Corinthians 10:31; Matthew 6:33; II Corinthians 8:1-5)

* 1. BUILDING UP THE BELIEVER: through the teaching of the Word of God, fellowship, caring, encouragement and training, to present every believer spiritually mature in Christ and equipped for effective ministry in the body of Christ. (Ephesians 4:11-16; Colossians 1:28; 11 Timothy 3:16-17; I Peter 4:10-11)
	2. REACHING THE LOST: through personal and corporate proclamation of the Gospel to the non-believing world, and recruiting, training, sending and supporting missionaries and church planters, to bring spiritually lost people to the confession of Jesus Christ as Lord and Savior, their baptism in water as an act of obedience and public confession, and their membership in the local body of believers, the church. (Matthew 28:18-20; Mark 16:15-16; Luke 24:47-48; Acts 1:8; 2:38-41; Acts 13:1-4; 14:21-28; | Corinthians 9:7-14; | Thessalonians 1:5-8
	3. Transacting any or all lawful activities for which nonprofit corporations may be incorporated under Chapter 414D, Hawaii Revised Statutes.

# **ARTICLE III – AUTHORITY**

**Section 1 – THE BIBLE**

The ultimate authority governing the belief and practice of this church is God's Word, the Bible. (II Timothy 3:16-17)

**Section 2 – THE MEMBERS**

The members of this church are responsible for choosing the CHURCH OFFICERS and bear full responsibility for the facilities and equipment owned by the church. The Constitution, Bylaws and annual budget, and the sale, purchase, or encumbrance of real property and buildings which the church and its related ministries will own and use, are subject to approval by the members.

**Section 3 – THE STATE**

This church is incorporated and chartered under the laws of the State of Hawaii as a non-profit (501-C-3) corporation.

**Section 4 – DISTRIBUTION OF PROPERTY**

The property and facilities of this church are dedicated to fulfilling its purpose. Upon the liquidation, dissolution or abandonment of the corporation, the property, facilities and funds will inure to a fund, foundation or corporation organized and operated for like religious or charitable purposes, and not to the benefit of any private individual or member.

# **ARTICLE IV – STATEMENT OF FAITH**

1. **THE BIBLE:** We believe that both the Old and New Testaments are God's Word, verbally inspired in all parts, and therefore without error in their entirety as originally given by God. As the alone inspired, infallible, and sufficient Word of God that speaks with final authority concerning truth, morality, and the proper conduct of mankind, it is the final and ultimate source of all that we believe and practice. Furthermore, it is the superseding authority over all other authorities including biblically legitimate, subordinate, and derivative authorities. (Il Timothy 3:16; II Peter 1:21)
2. **THE ONE TRUE GOD:** We believe in the One True God who has eternally existed in three coequal and consubstantial persons - the Father, the Son, and the Holy Spirit (Luke 3:22; Matthew

28:19; II Corinthians 13:14).

1. **THE LORD JESUS CHRIST:** We believe in the pre-existence and deity of Christ (John 1:1-3), His incarnation by virgin birth (John 1:14; Matthew 1:18-23), sinless life (Hebrews 4:15), substitutionary death (I Corinthians 5:21), bodily resurrection (Luke 24:36-43), ascension into heaven, present ministry (Hebrews 4:14-16), and future return (Acts 1:11).
2. **THE HOLY SPIRIT:** We believe in the personality (John 16:7-15) and deity of the Holy Spirit (Acts 5:3-4); and His work in each believer: baptism and indwelling at the moment of regeneration (I Corinthians 12:13; Romans 8:9); and filling (Ephesians 5:18) to empower for Christian life and service (Ephesians 3:16; Acts 1:8; Galatians 5:22-23).
3. **MAN:** We believe in the direct creation of man in the image of God (Genesis 1:26-28), his subsequent fall into sin resulting in spiritual death (Genesis 3:1-24; Romans 5:12), and the necessity of the new birth for his salvation (John 3:3-5).
4. **SALVATION:** We believe in a complete and eternal salvation by God's grace alone, received as the gift of God through personal faith in the Lord Jesus Christ and His finished work (Ephesians 2:8-9; Titus 3:5-7; I Peter 1:18-19).
5. **THE CHURCH:** We believe in one true Church, the body and bride of Christ (Ephesians 1:22-23; 5:25-32) composed of all true believers of the present age (I Corinthians 12:12-13), and the organization of its members in local churches for worship, for edification of believers, and for world-wide gospel witness, all to the glory of God (Ephesians 4:11-16).
6. **CHRISTIAN LIFE:** We believe that a Christian should live for the glory of God (I Corinthians 10:31; Hebrews 12:1-2) and the well-being of his fellow man (Romans 12:1-3); that his conduct should be blameless before the world John 14:15, 23-24; | John 2:3-6); that he should be a faithful steward of his possessions (I Corinthians 9:6-9); and that he should seek to reach the full stature of maturity in Christ (Col. 1:9-10).

We believe that the Bible defines marriage as the joining of one man and one woman in a relationship of mutual love, fidelit, and commitment that, in Christian contexts, is a spiritual as well as a physical union to be blessed by God Genesis 2:24; Matthew 19:4-6).

Furthermore, we believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other (1 Corinthians 6:18; 7:2-5; Hebrews 13:4). Therefore, all sexual conduct outside the bonds of marriage is sin, that should be acknowledged as such, resisted, and forsaken (1 Corinthians 6:9); this includes fornication, adultery, incest, homosexual behavior, bisexual conduct, bestiality (Leviticus 18:6-30), and polygamy (Genesis 2:24; Matthew 19:4-6).

We further believe that God created people as male or female (Genesis 1:26-27; Psalm 139:13-16) and that the condition in which a person is born, including their gender, is determined by God (Exodus 4:11; John 9:3; Psalm 139:13). Therefore, claims of innate sexual confusion such as transvestism, transgenderism (including sex change operations), or any other behavior that obscures the biblical teachings of biological sexual identity are sins before God that should be acknowledged as such, resisted, and forsaken.

1. **ORDINANCES:** We believe the Christian should observe the ordinances of our Lord Jesus Christ, which are the baptism of believers by immersion in the name of the triune God and communion. \*

\*Our practice is (1) the baptism of believers in water by trine immersion (Matthew 28:19) and (2) communion, consisting of the washing of the saints' feet (John 13:1-17), the Lord's Supper (I Corinthians 11:20-22, 33-34; Jude 12), and the communion of the bread and the cup (I Corinthians 11:23-26).

1. **SATAN:** We believe in the existence and personality of Satan (Revelation 12:1-10), his judgment (John 12:31), and final doom (Revelation 20:10).
2. **THE FUTURE:** We believe in the personal and visible return of the Lord Jesus Christ to earth and the establishment of His kingdom (I Thessalonians 1:10; Revelation 19:11 - 20:6), the conscious existence of the dead (Philippians 1:21-23; Luke 16:19-31), the resurrection of the body (John 5:28-29), the judgment and reward of believers (Romans 14:10-12; lI Corinthians 5:10), the judgment and condemnation of unbelievers (Revelation 20:11-15), the eternal life of the saved (John 3:16), and the eternal punishment of the unbelieving (Matthew 25:46; Revelation 20:15).
3. **The Statement of Faith does not exhaust the extent of Grace Fellowship's beliefs.** For the purposes of articulating Grace Fellowship Hawaii's beliefs, doctrine, practice, policy, and discipline, the elder board is Grace Fellowship Hawaii's final interpretive authority on the Bible's meaning and application (Il Timothy 3:16-17; Article 3, section1; Article 4.1). In fellowship with the historic Christian church, Grace Fellowship Hawaii affirms the Apostles, Nicene, and Chalcedonian Creeds.

# **ARTICLE V – AMENDMENTS**

Amendment of this Constitution requires the written affirmative vote of two-thirds (2/3) of the members present and voting at any congregational business meeting, provided that, the requirement of twenty-five (25) members are present to meet quorum, and that at least two (2) weeks in advance, 1) notice of the date, time and location of the meeting has been given by public announcement in the regular services of the church, and 2) printed recommended amendments have been made available.

# **ARTICLE VI – RATIFICATION**

Ratification of this Constitution and accompanying Bylaws requires the written affirmative vote of two-thirds (2/3) of the members present and voting at any congregational business meeting, provided that, the requirement of twenty-five (25) members are present to meet quorum, and that at least two (2) weeks in advance, 1) notice of the date, time and location of the meeting has been given by public announcement in the regular services of the church, and 2) printed recommended Constitution and Bylaws have been made available. Upon ratification, all prior Constitutions, Bylaws and procedures, and amendments or revisions thereto, shall be of no further force and effect.

**CONSTITUTIONAL BY-LAWS**

**ARTICLE I – MEMBERSHIP**

**Section 1 – QUALIFICATIONS**

To be a member one must have:

1. Believed in and confessed Jesus Christ to be their Lord and Savior (Romans 10:9-10)
2. Been baptized in water by immersion in the name of the Father, Son, and Holy Spirit (Matthew 28:19-20)
3. Agreed with the purpose and provisions of the church Constitution and By-laws
4. Made application for membership and have been approved by a majority vote of the Elders

**Section 2 – PARTICIPATION**

1. Members are expected to pursue personal spiritual maturity and apply spiritual gifts to the ministries of the church.
2. Members who have not participated in the life of the church for a period of six months will be designated "inactive" by the Elders. Inactive members will not have the right to vote at a business meeting.
3. Upon renewed participation in the life of the church, an "inactive" member shall be designated "active" by the Elders.

**Section 3 – VOTING MEMBERS**

All "active" members 16 years of age and over have the right to vote in congregational business meetings.

**Section 4 – REMOVAL**

The Elders may remove a member from the membership roll for any of the following reasons:

1. The member requests to be removed.
2. The member does not attend church for one year and does not respond to the Elders' written inquiry as to interest. (Hebrews 10:24-25)
3. The member teaches, distributes literature, or advocates doctrine or practices contrary to the Statement of Faith in the Church Constitution, or acts in any other way that is considered divisive or detrimental to the spiritual health of the church. (Titus 3:10-11)
4. The member continues in sinful practices without repentance. When restoration efforts and church discipline, following the steps of Matthew 18:15-17, fail to bring repentance, the member shall be dismissed. (I Corinthians 5:1-13; Galatians 6:1)

# **ARTICLE II – CHURCH GOVERNMENT**

**Section 1 – ELDERS**

1. Qualifications
2. An elder, whether staff or layman, shall meet the Biblical qualifications. (1Timothy 3:1-7; Titus 1:5-9; 1 Peter 5:1-4). Elders shall be men only.
3. With the exception of the Senior Pastor, an elder shall have been a member of the church for at least two (2) years so that his character and commitment to ministry may be observed.
4. He shall agree to teach and give counsel consistent with the Statement of Faith and the Teaching Positions of Grace Fellowship.
5. Church staff may not constitute more than one third of the elders serving.
6. Confirmation
7. If a member believes that the Holy Spirit is calling him to the office of elder (1 Timothy 3:1), he shall make his interest known to the Elders.
8. He shall be examined by a Review Committee of three (3) or more elders chosen from among the Elders. The examination shall review doctrine, character, faith and any other matters pertaining to his qualification.
9. If he qualifies, the Elders shall submit his name as a nominee for elder to the congregation.
10. Confirmation to office shall be in accordance with ARTICLE II,

 Section 3 A, D, E, F.

1. Role of Elders
2. The fundamental responsibility of the Elders is to devote themselves to prayer and to the Word, shepherding the congregation in love, providing counsel, discernment and direction to members concerning doctrine and Christian living (Acts 6:4; 1 Peter 5:1-3; Acts 20:28).
3. More specific responsibilities of the Elders shall include but are not limited to:
* overseeing the process of Church discipline or the expulsion of the members (Matt. 18:15-17)
* overseeing the ministries and direction of the church (1 Tim. 3:4, 5; 1 Thess.5:12; 1 Pet. 5:2) including paid staff, the work of the Deacons, appointed church
* representatives, committees, worship services, and the mobilization of the Church for world mission
* equipping the membership of the Church for the work of the ministry (Eph. 4:11-16)
* correcting error / protecting the church from false teaching (Acts 20:28-31)
* overseeing and scheduling the ordinances of baptism and communion
* examining and admitting prospective candidates for Church membership and Church offices
* providing a moderator and scheduling business meetings
* providing for reporting and recording of official Church business
1. The Elders are responsible for the hiring, oversight, and regular

evaluations of the Senior Pastor and shall provide him with a position description.

1. The Elders shall comprise the Board of Directors

(Article 1 sec. 2)

They shall:

* ensure the prudent use of the church's assets, including the facility and people
* provide oversight for all activities that advance the church's effectiveness and sustainability
* make decisions in the best interest of the church apart from self-interest
* ensure that the church obeys applicable laws and acts in accordance with ethical practices
* ensure that the church adheres to its stated purposes and that its activities advance its mission

The following officers should be appointed by the elders in accordance with the Constitution. Any elder may fill two positions at the same time. Responsibilities under each position may be delegated to qualified individuals provided that the elder maintains oversight.

1. President

The lead pastor shall serve as the President of the

corporation. He shall:

* oversee the Elders' meetings
* call special meetings if necessary
1. Vice President

The Vice President shall:

* serve on the Elder board
* understand the responsibilities of the board president and be able to perform these duties in the president's absence
* participate as a vital part of the leadership
1. Recording Secretary

The Recording Secretary shall:

* keep a record of the minutes of all the Elders' meetings and business meetings
1. Financial Secretary

The Financial Secretary shall:

* keep a record of income and accounts payable
* manage the financial accounting in accordance to the rules for nonprofit organizations
* work with the elders to ensure that appropriate financial reports are made on a timely basis
* present the annual budget to the elders and the church for approval
1. Treasurer

The Treasurer shall:

* deposit all funds, maintain records of all funds
* prepare financial reports for business meetings
* keep records of individual giving and provide year-end receipts for all donors
1. Organization / Term of Office
2. Elders shall serve for a term of four (4) years and shall not be subject to term limits. All elders, except for the senior pastor, shall take a six (6) month sabbatical during their term.
3. The Senior Pastor shall be an elder.
4. The number of Elders serving at any time determined by the needs of the ministry and by the call and qualification of men in the church, however, all attempts should be made to have no less than five (S) elders governing at any given time.
5. Meetings shall be held as needed to best fulfill their responsibilities with no less than one (1) meeting per month.
6. If agreed upon by all the Elders, an item of business may be conducted by telephone, mail or email.
7. The Elders shall organize themselves however they determine to be best to achieve the mission of the church. Business shall be conducted by consensus. If consensus is not possible, or an item of business requires a recorded vote, a majority vote shall prevail.
8. All Elder Board members shall be given notice of any Elder Board meeting.
9. Removal from office prior to completion of term shall be in accordance with ARTICLE II, Section 4.

**Section 2 – DEACONS (MALE AND FEMALE)**

1. Qualifications
2. Deacons are men and women who exemplify godly character and provide guidance to the serving ministries of the church.
3. Deacons shall be qualified for the office as specified in the Bible. (l Timothy 3:8-12)
4. Deacons shall have been members of the church for at least two (2) years so that their character and commitment to service may be observed.
5. Wisdom, leadership and administrative ability, as well as spiritual maturity, shall be considered in nominating deacons.

B. Confirmation

1. Confirmation to office shall be in accordance with ARTICLE II, Section 3.

C. Role of Deacons

1. Deacons are responsible for all matters related to church operations (facilities, finances, service ministries, etc.), except those items reserved for the elders (See ARTICLE II, Section l.C.2, 3), and shall enlist members of the congregation to fulfill the service roles necessary to support the ministries of the church and maintain the church's property.
2. Deacons shall be accountable to the Elders and the congregation.
3. Deacons are responsible for management of the budget approved by the congregation. Deacons have the authority to adjust line items within the budget within reasonable limits as necessary to responsibly operate the church. Such adjustments should be consistent with meeting the ministry needs and priorities established by the approved budget
4. Deacons shall provide written guidelines for the procedures of church operations.
5. Deacons shall hear the grievance of a member who believes that a policy or procedure of the church is in violation of the Constitution or Bylaws. If there is no resolution, the Deacons shall submit the matter to the Elders to determine if the grievance will be presented at a congregational business meeting.
6. Deacons have the authority to establish committees relative to fulfilling their responsibilities and to delegate responsibilities to the committees.

D. Organization/ Term of Office

1. Deacons shall serve until the next annual congregational business meeting.
2. No Deacon may serve more than six (6) full consecutive terms without a one (1) year leave.
3. Removal from office prior to completion of term shall be in accordance with ARTICLE II, Section 4.
4. The number of Deacons shall be determined by the needs of the ministry and by the call and qualification of men and women in the church.
5. Meetings shall be held as needed to best fulfill their responsibilities.
6. The Deacons shall organize themselves however they determine to be best to achieve the mission of the church. The Elders or the Deacons may designate any specific Deacon or group of Deacons to specialize in some particular function. Business shall be conducted by consensus. If consensus is not possible, or an item of business requires a recorded vote, a majority vote shall prevail.

**Section 3 – CONFIRMATION TO OFFICE**

1. Confirmation of Elders and Deacons shall take place at the annual congregational business meeting or at any other congregational business meeting.
2. The Elders shall appoint a Nominating Committee of at least one (1) elder, and two (2) other church members to determine candidates for the office of Deacon.
3. The Nominating Committee shall 1) review recommendations from the congregation for any open Deacon position, 2) present names of nominees to the Elders for review of spiritual qualification, 3) contact each nominee to determine their willingness to serve.
4. The names of all nominees shall be published at least four (4) weeks prior to the congregational business meeting.
5. Any member who believes that a nominee is not Biblically qualified shall discuss the matter with an elder at least one (1) week prior to the congregational business meeting. If the Elders determine the objection is valid, the name of the nominee shall be withdrawn.
6. Confirmation of Elders and Deacons requires a written affirmative vote of three-quarters (3/4) of the members voting at any congregational business meeting.

**Section 4 – REMOVAL FROM OFFICE**

1. Conditions
2. Elders and Deacons may be removed from office if they fail to fulfill their responsibilities or fail to meet the qualifications of the office.

B. Process

1. If an Elder or Deacon fails to maintain the Biblical standards of leadership, the Elders shall attempt to restore the officer in accordance with the steps set forth in Matthew 18:15-17 and 1 Timothy 5:19-20 prior to bringing the matter before the congregation. The success of the restoration process shall be determined by the Elders.
2. Removal requires a written vote in favor of removal by three-quarters (3/4) of the members present and voting at a congregational business meeting.

# **ARTICLE III – CHURCH EMPLOYEES / VOLUNTEERS**

**Section 1 – GENERAL**

1. One of the purposes of the Church is to teach and instill biblical values in attendees and members of the church. Because every employee of the church is a representative of the church, and is hiredd for that purpose, in order to be eligible for employment at the church, the applicant shall not be actively engaged in unrepentant sin and shall not be perceived to undermine or contradict, through his or her actions, behaviors, or speech, the tenets of the Bible or of the doctrine of the church.
2. Employees and volunteers will be required to sign a statement affirming that they agree with Grace Fellowship Hawaii's Statement of Faith and are willing to abide by its standards of conduct including the statements on marriage, gender, and sexuality (Matthew 5:16; Philippians 2:14-16; 1 Thessalonians 5:22).
3. Church pastors, church members, church staff, and individuals ordained by the church shall not use their title, position, or ordination in a way that contradicts or undermines the teachings of the church and the Bible by, including, but not limited to, officiating over or solemnizing weddings or ceremonies joining more than two people (polygamy) or joining two people of the same-sex.

**Section 2 – SENIOR PASTOR**

1. Hiring
2. Hiring of the Senior Pastor is the responsibility of the Elders and requires the written affirmative vote of three-quarters (3/4) of the members voting at any congregational business meeting.
3. Responsibilities
	* 1. The Senior Pastor shall be an Elder, shall serve with the Elders, and shall be directly accountable to the Elders. He will have no term limits (ARTICLE II, Section 1. 0.1.).
		2. The Senior Pastor shall fulfill the position description provided by the Elders.
		3. The Senior Pastor is the manager of all staff and is responsible for their hiring, supervision, compensation (within budget constraints) and dismissal. Job descriptions and personnel policy for staff shall be provided by the Senior Pastor or his delegate.

C. Termination

 1. Removal of the Senior Pastor shall be in accordance with

 ARTICLE II, Section 4.

**Section 3 – ASSOCIATE PASTORS**

1. Associate Pastoral Positions
2. Associate pastors are accountable to the Senior Pastor or his delegate
3. Hiring
4. The hiring of associate pastors requires the approval of the Elders and the written affirmative vote of three-quarters (3/4) of the members voting at any congregational business meeting.
5. Responsibilities
6. Associate pastors shall be assigned responsibilities by the Senior Pastor or his delegate.
7. Termination
8. Associate Pastors can be terminated by the Senior Pastor with the approval of the majority of the Elders.

**Section 4 – NON-PASTORAL STAFF**

1. Non-Pastoral Staff Positions
2. Non-pastoral staff are support staff whose primary responsibilities are not pastoral in nature. Nevertheless, all staff responsibilities are considered as service to Christ and are thus ministries of the church.
3. Non-pastoral staff positions shall be approved by the Elders.
4. Hiring
5. Hiring of non-pastoral staff shall be the responsibility of the Senior Pastor or his delegate.
6. Employee's pay shall be set by the elder board prior to the annual business meeting.
7. Responsibilities
8. The responsibilities of non-pastoral staff shall be determined by the Senior Pastor or his delegate.
9. Termination
10. Removal of any non-pastoral staff member shall be at the discretion of the Senior Pastor with the approval of the majority of the Elders.

**ARTICLE IV – ORGANIZATIONS AND MEETINGS**

**Section 1 – ORGANIZATIONS**

1. Members shall have the freedom to participate in and organize themselves for ministry, provided that such participation and organization does not conflict with the Constitution or Bylaws of Grace Fellowship Hawaii.
2. Any such organization may seek endorsement from the Elders as an official ministry of Grace Fellowship Hawaii. Such endorsement may be granted provided that 1) the object, purpose, belief and conduct of the organization and its members is consistent with the Constitution or By-Laws of Grace Fellowship Hawaii, and 2) the primary leaders of the organization are either members of the church or are regular attenders of the church who have been approved under guidelines established by the Elders.
3. Sanction by the Elders does not necessarily imply support of the organization by the church with personnel, finances, or facilities; however, such support may be requested.

**Section 2 – USE OF FACILITIES / EQUIPMENT**

1. Church facilities and equipment are not generally available for public use, but may be made available for public use, but may be made available to approved non-members as an act of charity and blessing to them.
2. However, because we believe that our facilities and all other properties are gifts from God, we therefore believe that they should be used for the glory of God. Thus, neither property nor facilities owned or controlled by the church (or used with permission obtained by the church) shall be used or permitted to be used for any activity or speech that is contrary to any stated or implied doctrine or religious belief or practice of the church.
3. All groups or persons requesting facility or equipment use will be asked to affirm that their beliefs, practices and planned uses of the facilities or equipment are consistent with the church's beliefs and practices. They will also be asked to affirm that they will abide by the facility use guidelines.

**Section 3 – CONGREGATIONAL BUSINESS MEETINGS**

1. The date, time and location of the annual congregational business meeting shall be determined by the Elders.
2. Special business meetings may be called by the Elders when deemed necessary. The elders shall specify the date, time, location, and agenda items of the meeting.
3. All business meetings shall be made public in the regular Sunday services of the church at least two (2) Sundays in advance of the meeting, unless more notice is required by the Constitution or Bylaws.
4. At any congregational business meeting twenty-five (25) members shall constitute a quorum for the transaction of church business.
5. A majority vote of the members present at any congregational business meeting shall prevail, unless stated otherwise in the Constitution or Bylaws.
6. Voting on amendments to the Constitution or Bylaws, and confirmation or removal of Elders, Deacons, or the Senior Pastor shall be by written ballot. The method used for all other voting shall be at the discretion of the members present.
7. Absentee ballots for the confirmation of budgets, Elders, Deacons, and the Senior Pastor shall be made available upon request to active members two weeks prior to any congregational business meeting. To be valid, absentee ballots must be received prior to the congregational business meeting. Absentee ballots are not available for any other matter of business.
8. In questions of parliamentary procedure, the current edition of Robert's Rules of Order shall be used as a guideline, but shall not be binding.
9. Congregational business meetings shall be moderated by one of the Elders.

**ARTICLE V – AMENDMENTS**

These articles may be amended upon the written approval of two-thirds (2/3) of the members present at any membership meeting, provided the following requirements are met; (1) at least twenty-five (25) members are necessary to be present at the meeting to meet quorum; (2) notice of the date, time, and location of the membership meeting has been given by announcement during regular church services for two (2) consecutive weeks prior to such membership meeting; and (3) copies of the proposed amendments have been made available to members during regular church services for two (2) consecutive weeks prior to such membership meeting.