

# CONSTITUTION AND BYLAWS

## of Living Word Assembly of God, Inc.

### Preamble

WHEREAS, it is the express purpose of God, our Heavenly Father, to call out of the world a people who shall constitute the Body or Church of our Lord Jesus Christ, built and established upon the foundation of the apostles and prophets, Jesus Christ Himself being the Chief Cornerstone; and WHEREAS, God having ordained that this Universal Church should find its expression in and through local churches enjoining them to assembly together for worship, fellowship, counsel, and instruction in the Word of God, and for the work of the ministry, and for the exercise of those spiritual gifts and offices provided for in the New Testament; therefore be it RESOLVED, that we whose names appear on the assembly roster as of this date do recognize ourselves as a local assembly, first organized as such on 20th September 1979, and do affirm ourselves to be in cooperative fellowship with the General Council of the Assemblies of God with headquarters in Springfield, Missouri, and an active member of the New York District of the Assemblies of God with headquarters in Liverpool, New York, and do hereby adopt the following articles of church order this 20th of September, in the year of our Lord 1979, these to supplement the Articles of Incorporation and to supersede any and all other rules of church order.

# **CONSTITUTION**

## **ARTICLE I. NAME**

The name of this church shall be Living Word Assembly of God of Ontario, State of New York.

## **ARTICLE II. PURPOSE**

Section 1. To establish and maintain a place of worship of Almighty God, our Heavenly Father, and the Lord Jesus Christ, His only begotten Son, through the Holy Spirit, and for the promotion of Christian fellowship and edification.

Section 2. To obey to our capacity the Great Commission

(Matt. 28:18-20; Mark 16:15-20; Acts 1:8, 8:4)

## **ARTICLE III. PREROGATIVES**

Section 1. This assembly shall have the right to govern itself according to the standards of the New Testament Scriptures, “endeavoring to keep the unity of the Spirit in the bond of peace... till we all come in the unity of the faith, and of the knowledge of the Son of God, unto a perfect man, unto the measure of the stature of the fullness of Christ” (Eph. 4:3,13)

Section 2. To have a membership which is determined by the local assembly, and to discipline its members according to the Scriptures.

Section 3. To choose or call its pastor, elect its officers, and transact all other business pertaining to its life and conduct as a local church.

Section 4. To establish and maintain such departments and institutions, such as Christian day schools, as may be deemed necessary for the propagation of the Gospel and for the work of the local assembly.

Section 5. To purchase or acquire by gift, bequest, or otherwise either directly or as trustee, and to own, hold in trust, use, well subject to the securing of a court order, convey, mortgage, lease, which is limited to five years by state statute, or otherwise dispose of any real estate or chattels as may be necessary for the furtherance of its purposes, all in accordance with its constitution and bylaws or as the same may be hereafter modified or amended.

## **ARTICLE IV. AFFILIATION**

While maintaining its inherent rights to sovereignty in the conduct of its own affairs, this assembly shall voluntarily enter into full cooperative fellowship with assemblies of like precious faith associated in the New York District, and with the General Council of the Assemblies of God with headquarters at Springfield, Missouri, and shall share in the privileges and assume the responsibilities enjoined by the affiliation. In the event serious conditions should arise within the assembly affecting either its life or testimony, it shall be the privilege of the pastor, the board, or one-fourth of the voting membership to appeal to the officary of the New York District of the Assemblies of God for their counsel or help.

## **ARTICLE V. TENETS OF FAITH**

This assembly accepts the Holy Scriptures as the revealed will of God, the all sufficient rule for faith and practice. For the purpose of maintaining general unity, it adopts the Statement of Fundamental Truths approved by the General Council (1979 Revision, which is intended simply as a basis of fellowship among us (i.e., that we all speak the same thing – I Corinthians 1:10, Acts 2:42). The phraseology employed in this Statement is not inspired or contended for, but the truth set forth is held to be essential to a full gospel ministry. No claim is made that it contains all biblical truth, only that it covers our need as to those fundamental doctrines.

## 1. The Scriptures Inspired

The Scriptures, both the Old and New Testaments, are verbally inspired of God and the revelation of God to man, the infallible, authoritative rule of faith and conduct.

(II Tim. 3:15-17, I Thess. 2:13, II Peter 1:21)

## 2. The One True God

The one true God has revealed Himself as the eternally self-existent “I Am,” the creator of heaven and earth and the Redeemer of mankind. He has further revealed himself as embodying the principles of relationship and association as Father, Son, and Holy Ghost.

(Deut. 6:4, Isaiah 43:10,11; Matt. 28:19, Luke 3:22)

## THE ADORABLE GODHEAD

### a. Terms Defined

The terms “Trinity” and “persons,” as related to the Godhead, while not found in the Scriptures, are words in harmony with Scripture, whereby we may convey to others our immediate understanding of the doctrine of Christ respecting the Being of god, as distinguished from “gods many and lords many.” We therefore may speak with propriety of the Lord our God, who is one Lord, as a trinity or as one Being of three persons, and still be absolutely scriptural .

(example Matt. 28:19; 2 Cor. 13:14; John 14:16,17)



## b. Distinction and Relationship in the Godhead

Christ taught a distinction of Persons in the Godhead which He expressed in specific terms of relationship, as to its mode is inscrutable and incomprehensible, because unexplained.

(Luke 1:35; 1 Cor. 1:24; Matt. 11:25-27, 28:19;  
2 Cor. 13-14; 1 John 1:3,4)

## c. Unity of the One Being of Father, Son, and Holy Ghost

Accordingly, therefore, there is that in the Son which constitutes Him the Son and not the Father; and there is that in the Holy Ghost which constitutes Him the Holy Ghost and not either the Father or the Son. Wherefore the Father is the Begetter; the Son is the Begotten; and the Holy Ghost is the One proceeding from the Father and the Son. Therefore, because these three persons in the Godhead are in the state of unity, there is but one Lord God Almighty and His name one.

(John 1:18; 15:26; 17:11,21; Zech. 14:9)

## d. Identity and Cooperation in the Godhead

The Father, the Son, and the Holy Ghost are identical as to Person; nor confused as to relation; nor divided in respect to the Godhead; nor opposed as to cooperation. The Son is in the Father and the Father is in the Son as to relationship. The Son is with the Father and the Father is with the Son as to fellowship. The Father is not from the Son, but the Son is from the Father, as to authority. The Holy Ghost is from the Father and the Son proceeding, as to nature, relationship, cooperation and authority. Hence no Person in the Godhead either exists or works separately or independently of the others.

(John 5:17-30,32,37; John 8:17,18)

e. The Title, Lord Jesus Christ

The appellation, “Lord Jesus Christ,” is a proper name. It is never applied in the New Testament, either to the Father or the Holy Ghost. It therefore belongs exclusively to the Son of God.

(Roman 1:1-13, 7; 2 John 3)

f. The Lord Jesus Christ, God with us

The Lord Jesus Christ, as to his divine and eternal nature, is the proper and only begotten of the Father, but as to His human nature, He is the proper Son of Man. He is therefore, acknowledged to be both God and man; who because He is God and man; is “Immanuel,” God with us.

(Matt. 1:23; 1 John 4:2, 10, 14; Rev. 1:13-17)

g. The Title, Son of God

Since the name “Immanuel, embraces both God and man in the one Person, our Lord Jesus Christ, it follows that the title, Son of God, describes His proper deity, and the title Son of Man, His proper humanity. Therefore, the title, Son of God, belongs to the order of eternity, and the title, Son of Man to the order of time.

(Matt. 1:21-23; 2 John 3:1; 1 John 3:8; Heb. 7:3; 1:1-13)

h. Transgression of the Doctrine of Christ

Therefore it is a transgression of the Doctrine of Christ to say that Jesus Christ derived the title, Son of God, solely from the fact of the incarnation, or because of His relation to the economy of redemption. Therefore, to deny that the Father is a real and eternal Father, and the Son is a real and eternal Son, is a denial of the distinction and relationship; in the Being of God; a denial of the Father and the Son; and a displacement of the truth that Jesus Christ is come in the flesh.

(2 John 9; John 1:1, 2, 4, 18, 29, 49;  
1 John 2:22, 23; 4:1-5; Heb. 12:2)

i. Exaltation of Jesus Christ as Lord

The Son of God, our Lord Jesus Christ, having by Himself purged our sins, sat down on the right hand of the Majesty of high; angels and principalities and powers having been made subject unto Him. And having been made both Lord and Christ, He sent the Holy Ghost that we, in the name of Jesus, might bow our knee and confess that Jesus Christ is Lord to the glory of God the Father until the end, when the Son shall become subject to the Father that God may be all in all.

(Heb. 1:3; 1 Peter 3:22; Acts 2:32-36;  
Roman 14:11; 1 Cor. 15:24-28)

j. Equal Honor to the Father and the Son

Wherefore, since the Father has delivered all judgment unto the Son, it is not only the express duty of all in heaven and on earth to bow the knee, but it is an unspeakable joy in the Holy Ghost to ascribe unto the Son all the attributes of Deity, and to give Him all the honor and the glory contained in all the names and titles of the Godhead (except those which express relationship. See paragraphs b, c, and d), and thus honor the Son even as we honor the Father.

(John 5:22,23; 1 Peter 1:8; Rev. 5:6-14;  
Phil. 2:8,9; Rev. 7:9,10; 4:8-11)

### 3. The Deity of the Lord Jesus Christ

The Lord Jesus Christ is the eternal Son of God.

The Scriptures declare:

- a. His virgin birth                      Matt. 1:23; Luke 1:31, 35
- b. His sinless life                      Heb. 7:26; 1 Peter 2:22
- c. His miracles                          Acts 2:22; 10:38
- d. His substitutionary work on the cross  
    1 Cor. 15:3; 2 Cor. 5:21
- e. His bodily resurrection from the dead  
    Matt. 28:6; Luke 24:39; 1 Cor. 15:4
- f. His exaltation to the right hand of God.  
    Acts 1:9, 11; 2:33; Phil. 2:9-11; Heb. 1-3

### 4. The Fall of Man

Man was created good and upright; for God said, “Let us make man in our image, after our likeness.” However, man by voluntary transgression fell and thereby incurred not only physical death but also spiritual death, which is separation from God.

(Gen. 1:26, 27; 2:17; 3:6; Rom. 5:12-19)

### 5. The Salvation of Man

Man’s only hope of redemption is through the shed blood of Jesus Christ the Son of God.

#### a. Conditions to Salvation

Salvation is received through repentance toward God and faith toward the Lord Jesus Christ. By the washing of regeneration and renewing of the Holy Ghost, being justified by grace through faith, man becomes

an heir of God according to the hope of eternal life.

(Luke 24:47; John 3:3; Rom. 10:13-15;  
Eph. 2:8; Titus 2:11; 3:5-7)

## b. The Evidence of Salvation

The inward evidence of salvation is the direct witness of the spirit (Rom. 8:16). The outward evidence to all men is a life of righteousness and true holiness.

(Eph. 4:24; Titus 2:12.)

## 6. The Ordinances of the Church

### a. Baptism in Water

The ordinance of baptism by immersion is commanded in the Scriptures. All who repent and believe on Christ as Saviour and Lord are to be baptized. Thus they declare to the world that they have died with Christ and that they also have been raised with Him to walk in newness of life.

(Matt. 28:19; Mark 16:16; Acts 10:47, 48; Rom. 6:4)

### b. Holy Communion

The Lord's supper, consisting of the elements – bread and the fruit of the vine – is the symbol expressing our sharing the divine nature of our Lord Jesus Christ (2 Peter 1:4) a memorial of His suffering and death (1 Cor. 11:26) and a prophecy of His second coming! (1 Cor. 11:26); and is enjoined on all believers “till He come!”

## 7. The Baptism in the Holy Ghost

All believers are entitled to and should ardently expect and earnestly seek the promise of the Father, the baptism in the Holy Ghost and fire, according to the command of our Lord Jesus Christ. This was the normal experience of the early Christian Church. With it comes the endowment of power for witness and service, the bestowment of the gifts and their uses in the work of the ministry (Luke 24:49; Acts 1:4,8; 1 Cor. 12:1-31). This experience is distinct from and subsequent to the experience of the new birth (Acts 8:12-17; 13:44-46; 11:14-16; 15:7-9). With the baptism in the Holy Ghost comes the experiences as an overflowing fullness of the Spirit (John 7:37-39; Acts 4:31), a deepened reverence for God (Acts 2:43; Heb. 12:28), an intensified consecration to God and dedication to His work (Acts 2:42), and a more active love for Christ, for His Word and for the lost (Mark 16:20).

## 8. The Evidence of the Baptism in the Holy Ghost

The baptism of believers in the Holy Ghost is witnessed by the initial physical sign of speaking with other tongues as the Spirit of God gives them utterance (Acts 2:4). The speaking in tongues in this instance is the same in essence as the gift of tongues (1 Cor. 12:4-10, 28), but different in purpose and use.

## 9. Sanctification

Sanctification is an act of separation from that which is evil, and of dedication unto God (Rom. 12:1,2; 1 Thess. 5:23; Heb. 13:12). The scriptures teach a life of "holiness without which no man shall see the Lord" (Heb. 12:14). By the power of the Holy Ghost we are able to obey the command: "Be ye holy, for I am holy" (1 Peter 1:15,16). Sanctification is realized in the believer by recognizing his identification with Christ in His death and resurrection, and by faith reckoning daily upon the fact of that union, and by offering every faculty continually to the dominion of the Holy Spirit.

(Rom. 6:1-11, 13; 8:1,2,13; Gal. 2:20; Phil. 2:12,13; 1 Peter 1:5)

## 10. The Church and Its Mission

The Church is the body of Christ, the habitation of God through the Spirit, with divine appointments for the fulfillment of her great commission. Each believer, born of the Spirit, is an integral part of the General Assembly and Church of the Firstborn, which are written in heaven.

(Eph. 1:22,23; 2:22; Heb. 12:23)

Since God's purpose concerning man is to seek and to save that which is lost, to be worshipped by man, and to build a body of believers in the image of His Son, the priority reason for being of the Assemblies of God as part of the Church is:

- a. To be an agency of God for evangelizing the world.

(Acts 1:8; Matt. 28:19, 20; Mark 16:15,16)

- b. To be a corporate body in which man may worship God.

(1 Cor. 12:13)

- c. To be a channel of God's purpose to build a body of saints being perfected in the image of His Son.

(Eph. 4:11-16, 1 Cor. 12:28; 1 Cor. 14:12)

The Assemblies of God exists expressly to give continuing emphasis to this reason for being in the New Testament apostolic pattern by teaching and encouraging believers to be baptized in the Holy Spirit.

This experience:

- a. Enables them to evangelize in the power of the Spirit with accompanying supernatural signs.

(Mark 16:15-20; Acts 4:29-31; Heb. 2:3,4)

b. Adds a necessary dimension to worshipful relationship with God.

(1 Cor. 2:10-16; 1 Cor. 12:13,14)

c. Enables them to respond to the full working of the Holy Spirit in expression of fruit and gifts and ministries as in New Testament times for the edifying of the body of Christ.

(Gal. 5:22-26; 1 Cor. 14:12; Eph. 4:11,12; 1 Cor. 12:28; Col. 1:29)

## 11. The Ministry

A divinely called and scripturally ordained ministry has been provided by our Lord for the three-fold purpose of leading the Church in:

1. Evangelization of the world. (Mark 16:15-20)
2. Worship of God. (John 4:23,24)
3. Building a body of saints being perfected in the image of his Son. (Eph. 4:11-16)

## 12. Divine Healing

Divine healing is an integral part of the gospel. Deliverance from sickness is provided for in the atonement, and is the privilege of all believers.

(Isa. 53:4,5; Matt 8:16,17; James 5:14-16)

## 13. The Blessed Hope

The resurrection of those who have fallen asleep in Christ and their translation together with those who are alive and remain unto the coming of the Lord is the imminent and blessed hope of the Church

(1 Thess. 4:16,17; Rom. 8:23; Titus 2:13; 1 Cor. 15:51,52)



## 14. The Millennial Reign of Christ

The second coming of Christ included the rapture of the saints, which is our blessed hope, followed by the visible return of Christ with His saints to reign on the earth for one thousand years.

(Zech. 14:5; Matt. 24:27,30; Rev. 1:7; 19:11-14; 20:1-6)

This millennial reign will bring the salvation of national Israel,

(Ezek. 37:21,22; Zeph. 3:19,20; Rom. 11:26,27)

and the establishment of universal peace.

(Isaiah 11:6-9; Psalm 72:3-8; Micah 4:3,4)

## 15. The Final Judgment

There will be a final judgment in which the wicked dead will be raised and judged according to their works. Whoever is not found written in the Book of Life, together with the devil and his angels, the beast and the false prophet, will be consigned to everlasting punishment in the lake which burneth with fire and brimstone, which is the second death.

(Matt 25:46; Mark 9:43-48; Rev. 19:20; 20:11-15; 21:8)

## 16. The New Heavens and the New Earth

“We, according to His Promise, look for new heavens and a new earth, wherein dwelleth righteousness”.

(2 Peter 3:13; Rev. 21, 22)

## **ARTICLE VI. ORDINANCES**

The ordinances of the church are:

1. Baptism by immersion in the name of the Father, and of the Son, and of the Holy Ghost. (Matt. 28:19; Acts 2:38)
2. The Lord's Supper. (1 Cor. 11:23-25)

The anointing of the sick with oil for healing and the consecration of children, although not ordinances, are practices that have scriptural sanction, and shall be observed at stated times and whenever requested.

(James 5:14; Matt. 19:13-15).

## **ARTICLE VII. THE OFFICERS**

The officers of the church shall be pastor and six deacons. The deacons shall serve as trustees. The officers shall constitute the church board. Two of these shall serve as secretary and treasurer. (Note the Scriptural qualifications for deacons in 1 Tim. 3:8-13; Acts 6:3.)

## **ARTICLE VIII. MEMBERSHIP**

Section 1. Individuals shall be eligible to membership in this assembly who give evidence of a personal living faith in the Lord Jesus Christ and who voluntarily subscribe to its tenets of faith and agree to be governed by its constitution and bylaws as herein set forth.

Section 2. There shall be a junior membership as provided under Article 1, Section 2 of the Bylaws, and an inactive membership as provided under Article 1, Section 5(c) of the Bylaws.

## ARTICLE IX. MEETINGS

Section 1. Meetings for public worship shall be held on each Lord's Day and during the week as may be provided for under the direction of the pastor and the official board.

Section 2. There shall be an annual business meeting of the assembly at which time the reports of all officers shall be read and the election of officers shall take place. This meeting shall be held within the first 90 days of each calendar year, due notice being given by the Pastor or by the Secretary of the Assembly on the two Sundays prior to the date of the meeting.

Section 3. Special business meetings of the assembly may be called when necessary by the pastor or by the majority of the board, after proper notice has been given by the pastor or by the secretary of the assembly.

Section 4. Right of Initiative. Special business meetings may be called by petition, having been signed by not less than one-fourth of the voting membership of the assembly, the petition to be placed in the hands of the pastor or the secretary and announcement made on the two Sundays prior to the date of the meeting.

Section 5. Quorum. No record of any regular or special business meeting of the assembly shall be made unless one-third or more voting members shall be present to constitute a quorum.

Section 6. The official board shall meet monthly for the transaction of the routine business of the assembly. A majority of the board must be present to constitute a quorum.

## ARTICLE X. FINANCES

The assembly shall be financed according to the scriptural method by the tithes and offerings of the members and friends of the organization.

(Mal. 3:10; Matt. 23:23; Heb. 7:4-9)

## ARTICLE XI. PROPERTY

Section 1. All property, real or chattel, shall be taken, held, sold, transferred, or conveyed in the name of the assembly in accordance with New York State Law.

Section 2. No real or chattel property of the assembly shall be sold, leased, mortgaged or otherwise alienated, without the same shall have been authorized by at least a two-thirds vote of the membership present at a regular business meeting or special business meeting of the assembly which has been duly called for the consideration of the proposal.

Section 3. The pastor and the secretary of the assembly shall certify in such conveyance, lease or mortgage that the same has been duly authorized by the vote of the membership. Such certificates shall be held to be conclusive evidence thereof.

Section 4. In the event that the assembly herein mentioned ceases to function as a church body, then the said property, real or chattel, shall become the property of the New York District of the Assemblies of God, a religious corporation. The latter shall have full authority to use or dispose of the property at its discretion in the furtherance of the Gospel of Christ.

## ARTICLE XII. AMENDMENTS

Amendments to this constitution may be made by a two-thirds vote of the membership of the assembly who are in attendance at any regular or special meeting called for that purpose, provided that due notice of such proposed change shall have been made at all services on at least two Sundays preceding the time for such meeting.

## BYLAWS

### ARTICLE I. MEMBERSHIP

Section 1. Standards of Membership – The standard of membership of this assembly shall be:

a. Evidence of a genuine experience of regeneration.

(John 1:12,13; 1 Peter 1:13-15)

b. Evidence of a consistent Christ life.

(Rom. 6:4; 13:13, 14; Eph. 4:17-32; 5:1,2,15; 1 John 1:6,7)

c. Baptism in water shall not be a membership requirement but shall be strongly encouraged as the scriptural pattern as commanded by Christ.

(Matt. 28:19,20; Rom. 6:3-12)

d. Full subscription to the tenets of faith as set forth in the Constitution.

e. Willingness to contribute regularly to the support of the assembly according to the scriptural pattern and his or her ability.

## f. Divorce and Remarriage

1. There are now among Christian people those who became entangled in their marriage relations and who do not see how these matters can be adjusted. These people shall be received into church membership and their marriage complications be left in the hands of the Lord.

(Acts 1:24; 10:34,35)

2. However, in no case shall persons be accepted into membership who are known to be living in a common-law state of matrimony.

Section 2. Junior Membership – Young people 9-16 years of age shall be eligible for membership by meeting the qualifications for membership in Section I. (a), (b), (c), (d), and (e), and by completing the “Foundations of Faith” course.

Section 3. Voting Privilege – All active members sixteen years of age or older constitute the voting membership of the assembly, except in matters involving title to real estate, or for the election of trustees, in which case the voting members shall be at least 18 years of age.

## Section 4. Reception of Members

- a. Persons desiring to become members of the assembly shall make the fact known to the pastor, who shall examine the applicant according to the standard of membership.
- b. The pastor shall present to the board the names of those who apply for membership with his recommendations. After due consideration, the names of those whom the board recommends to the assembly for membership shall be publicly welcomed into the local fellowship at an appropriate service, and their names shall be inscribed in the assembly roster book.

## Section 5. Discipline and Revision of Roster

- a. Any member of the assembly who shall willfully absent himself from the regular services for a period of three consecutive months, or who shall be under charges, shall be temporarily suspended from the voting membership pending investigation and final decision in his case.
- b. Unscriptural conduct or doctrinal departure from the tenets of faith held by this assembly shall be considered sufficient ground upon which any person may be disqualified as a member. Such discipline shall be prayerfully administered according to the Scriptures.

(Matt. 18:15-17, 35; Rom. 16:17; 1 Cor. 5:9-13; 2 Thess. 3:11-15)

- c. The board shall be authorized to examine the membership roll at least once a year. At the discretion of the board, any members who do not qualify as members in good standing may be placed on the Inactive Membership Roster. At the discretion of the board, inactive members may be removed from the Inactive Membership Roster. At the discretion of Membership Roster. If these persons or anyone on the Inactive Membership Roster returns to the assembly at a later date and begins attending regularly and meets the membership qualifications, they may be reinstated to active membership; after written application is received and approved by the Pastor and the Church Board.

## **ARTICLE II. DUTIES OF OFFICERS**

Section 1. The Pastor: The assembly finds its headship, under the Lord Jesus Christ, in its pastor. He should be honored in his sacred office as the spiritual overseer of the assembly, and shall be general supervisor of all its activities. He shall be the president of the corporation and shall be the chairman of all the business meetings of the assembly and of the board. He shall be an ex-officio member of all



committees and departments. He shall provide for all services of the assembly and shall arrange for all special meetings, giving due regard to the assembly. No person shall be invited to speak or preach in the assembly without his approval.

Section 2. The Deacons: They shall serve in an advisory capacity with the pastor in all matters pertaining to the assembly in its spiritual life and all other church activities. They are the servants of the entire church body by whom they have been placed in office to carry out its will, and are for counsel and mutual assistance with the pastor in the administration of the business and work of the assembly. They shall be responsible for the maintenance and cleanliness of the church property. They shall act in the examination of the applicants for membership, and also in the administration of the discipline of the assembly. The Deacons, as trustees, by virtue of their office, are empowered to act in behalf of the assembly in all matters involving the sale or transfer of church property.

- a. In the event the assembly is temporarily without a pastor, the church board shall be empowered to provide its own chairman from its membership in order to transact business for the assembly.

Section 3. The Secretary: He shall keep the minutes of the official meetings of the board and of the annual and special business meetings of the assembly. He shall keep a record of the membership in the assembly roster book, and perform any other clerical work necessary to the proper discharge of his duties. He shall deposit all legal documents in a safe deposit box of a bank as authorized by the church.

Section 4. The Treasurer: All offerings shall be counted by two board members who shall convey the same to the treasurer. A board member shall deposit all funds in a bank authorized by the assembly in the assembly's name. The Treasurer shall pay bills by check upon authorization by the board, and he shall keep an itemized account of receipts and disbursements, and make a report at the regular meet-



ings of the assembly and the official board.

Section 5. Assistant Treasurer: He shall work in full cooperation with the Treasurer in aiding him in his responsibilities.

### **ARTICLE III. ELECTIONS AND VACANCIES**

Section 1. The pastor shall be called for an indefinite period, unless otherwise stipulated by the assembly at the time of election. The board, acting in the capacity of a pulpit committee after prayerful inquiry, and with judicious counsel, full consideration being given to the leading of the Holy Spirit, shall select an available, scripturally qualified minister as nominee to the office of pastor, and present his name for the vote of the assembly without undue delay.

- a. Any member of the assembly may offer a minister's name for the consideration of the committee. The counsel of the district superintendent and the sectional presbyter should be sought.
- b. Election shall be by secret ballot. A two-thirds vote of all votes cast shall be required to constitute an election.

Section 2. Deacons: Deacons shall be chosen from the membership of the assembly, and shall be elected by a majority vote at the annual business meeting. Deacons shall be elected to serve three year terms except when filling an unexpired term. In such a case, the length of the term shall be equal to that remaining. If multiples of three deacons are added, one shall be elected to serve three years, one shall be elected to serve two years, and one shall be elected to serve one year. Upon the expiration of the terms of office the succeeding deacons shall be elected to a term of three years.

- a. Those elected shall assume their offices upon election; except the current Secretary and Treasurer who shall continue in the

duties of their respective offices of Secretary and Treasurer until the election of the new Secretary and Treasurer at the first board meeting following the Annual Business Meeting. Those elected to church office, namely deacons, shall serve no more than two consecutive terms. They shall be required to take a year's sabbatical before being eligible to serve another term.

Section 3. The secretary, the treasurer and assistant treasurer shall be chosen by the board, from its own membership, at the first monthly board meeting following the annual business meeting. Those elected to the office of secretary, treasurer or assistant treasurer shall serve no more than three (3) one (1) year consecutive terms. They shall be required to take at least a one year sabbatical before being eligible to serve another term in that same office.

#### Section 4. Vacancies

##### a. The Pastor

1. If the pastor has been called for a definite period of time, the tenure of office shall terminate at the end of his term of service. It would then be necessary to vote for his re-election by a two-thirds vote. Where a pastor is elected for indefinite period and asks for a vote of confidence, he shall be required to receive a two-thirds vote. Election shall be by secret ballot.
2. In the event a pastor has serious charges preferred against him, or his ministry has ceased to be effective and no provision has been made for the termination of his ministry, power is vested in the board to ask for the resignation of the pastor at any time. If such resignation is refused, the pastorate shall not be considered vacant until the matter has been decided through secret ballot vote of the members of such meeting having been called for that purpose, notice of such meeting having been given on the two Sundays prior. The pastor shall be required to receive a two-thirds vote in his favor to nullify

the request of the board. Such meeting shall be presided over by the district officer.

3. When a vacancy in the pastorate shall occur, a supply shall be arranged for by the board until a pastor shall be chosen as prescribed in Section 1. In the case of a pastor's removal from office, a report of such action shall be made to the district officer.

#### b. Other Officers

1. Any other office may be declared vacant by an act of a majority of the members of the board at any regular or special business meeting. Grounds for such action shall be:
  - a. Unscriptural conduct;
  - b. Doctrinal departure from the tenets of faith;
  - c. Incompetency in office.
2. Any incumbent under charges shall have opportunity for a fair and impartial hearing of his case before the assembly if he so desires.
3. The board is empowered to fill by appointment any irregular vacancy until the next election of officers.

### ARTICLE IV. MISSIONS

Section 1. Purpose— In order to help carry out the Great Commission of Jesus Christ found in Matthew 28:19, the Church shall have a Missions Care Group, whose purpose will be to distribute financial support to missionaries; to make all who are involved with the Assembly more aware of those ministries which we support; and to put the burden for Missions on the whole Fellowship. The group is to also oversee the distribution of food supplies through the

Food Pantry, to provide emergency financial need to the members of the Assembly and of the Missionaries after prayerful evaluation.

Missions outreach is to be a major focus of the Assembly for the purpose of spreading the Gospel at home and overseas. Article II in the Constitution under Purpose, Section 2 states that the Assembly is “To obey to our capacity the Great Commission”.

(Matt. 28:18-20; Mark 16:15-20; Acts 1:8; 8:4)

## Section 2. Finances

- a. Missions outreach is to be supported by giving to Missions from the members and friends of the Assembly and by the transferring of 10% of the General Fund income to Missions on a monthly basis.
- b. The Missions Care Group is to select a treasurer to handle the accounting of the Missions income and disbursements and the Treasurer is to give a monthly accounting to the Missions Care Group in a report. The Board is to be kept informed as to the activities of the Missions Care Group monthly in relation to finances, major plans and minutes.

## Section 3. Organization Structures

The Assembly is to have a Missions Care Group that oversees the activities of Missions in and through the Fellowship. The group is to be made up of members of the Assembly and is to consist of a Director, the Pastor, and several members of the Assembly with the size being determined by the group itself. The Missions Care Group Director shall be selected by the Pastor with due consideration and ratification by the Church Board.

Section 4. Responsibilities—The responsibilities of the Missions Care Group are to promote Missions within the Fellowship by providing information, educating and nurturing a greater understanding of Missions for all in the Fellowship. The group shall be responsible and accountable to the Board and the Assembly. The group is to determine which Missionaries and Missions Outreaches will be supported through the Fellowship and together address special needs for Missions as the funds are available. The group, with the Pastor, are to invite Missionaries to minister in the Fellowship.

The addressing of benevolence needs and special help also is to come under the care of the group.

## **ARTICLE V. DEPARTMENTS**

Section 1. The Christian Education Director shall be selected by the Pastor with due consideration and ratification by the Church Board. The Director shall work in full cooperation with the Pastor and be involved in the appointment of teachers, training, administration, and other responsibilities connected with the office.

Section 2. Youth Ministries Department—The purpose of this department shall be to promote fellowship and service among the young people of the assembly. It shall be recognized as subservient to the church body and be under the direct supervision of the Pastor. It shall be governed by its own bylaws.

Section 3. Women's Ministries—The Women's Ministries shall meet at stated times for the purpose of fostering closer fellowship, engaging in prayer for various requests, and to assist in a practical way the work of the church locally, in the district, and in distant lands. It shall be governed by its own bylaws.

Section 4. Men's Ministries—The Men's Ministries shall meet at stated times for the purpose of fostering closer fellowship, engaging in prayer for various requests, and to assist in a practical way the work of the church locally, in the district, and in distant lands. It shall be governed by its own bylaws.

Section 5. <sup>WOMEN</sup> Missionettes or Girls Group—The purpose of this group shall be to promote fellowship, service, and spiritual growth among young girls. It shall be recognized as subservient to the Church body and be under the direct supervision of the Pastor. It shall be governed by its own bylaws.

Section 6. Royal Rangers or Boys Group—The purpose of this group shall be to promote fellowship, service, and spiritual growth among young boys. It shall be recognized as subservient to the Church body and be under the direct supervision of the Pastor. It shall be governed by its own bylaws.

## ARTICLE VI. FINANCES

Section 1. The board shall determine all salaries and shall have general oversight in all financial matters in every department of the assembly.

Section 2. The Pastor shall be given regular and adequate financial support, the amount and manner of which shall be determined by the board, said agreement subject to the ratification of the assembly by a majority vote at any regular or special business meeting.

Section 3. The Treasurer shall maintain the financial records of each department. No department shall obligate itself in any indebtedness without the board's approval. Any major appropriations of church finances is subject to the ratification of the church body.

## **ARTICLE VII. ORDER OF BUSINESS**

Business meetings shall be governed by the accepted rules of parliamentary procedure, and should be conducted in the Spirit of Christ, and in brotherly counsel. The regular order of business for the annual meeting of the assembly shall be as follows:

1. Devotional
2. Reading of minutes
3. Report of the Secretary
4. Report of the Treasurer
5. Report of committees and departments
6. Reading of roster
7. Unfinished business
8. New business
9. Election of officers
10. Adjournment

## **ARTICLE VIII. AMENDMENTS**

The Bylaws may be amended by a two-thirds (2/3) vote of the membership of the assembly who are in attendance at any regular or special business meeting called for that purpose by the Pastor or Secretary, provided that due notice of such proposed change shall have been made at all services on at least two Sundays preceding the time for such meeting.

