CURWENSVILLE CHRISTIAN CHURCH CONSTITUTION

As amended by the membership on September 22, 2013

Article I

NAME AND ORGANIZATION

The name of this local church shall be the Curwensville Christian Church, here after referred to as the "Church." The church is an independent, non-denominational congregation that has been incorporated in accordance with the laws of the Commonwealth of Pennsylvania.

Article II

PURPOSE

The purpose of this church is set forth in its Covenant and Statement of Faith, namely: for worship, biblical instruction, the observance of the divinely instituted Ordinances, the presentation of a corporate testimony to the power of the Gospel and its constituency and such service as the one supreme Lord and Lawgiver and taking His Word as its only and sufficient rule of faith and practice.

Article III

COVENANT

Having been led, as we believe, by the Spirit of God to receive the Lord Jesus Christ as our Savior, and on the profession of our faith, having been baptized in the name of the Father, and of the Son, and of the Holy Spirit, we do now in the presence of God, angels and this assembly most solemnly and joyfully enter into this covenant with one another, as one body in Christ.

We covenant, therefore, by the aid of the Holy Spirit as a church

- 1. To walk together in Christian Love, seeking the unity of the Body.
- 2. To strive for the advancement of this church in knowledge of our Lord Jesus Christ.
- 3. To promote its spirituality.
- 4. To sustain its worship, ordinances, discipline and doctrines.
- 5. To contribute cheerfully and regularly to:
 - (a) The support of its ministry and general expenses
 - (b) The relief of the poor and needy
 - (c) The spread of the Gospel among all the nations
- 6. To seek the salvation of the lost of our world.

We also covenant as an individual member:

- 1. To seek the spiritual well being of our families.
- 2. To seek the salvation of the lost of our world.
- 3. To walk in such a way that our lives reflect our relationship with Christ.

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

Article IV

STATEMENT OF FAITH

1. **Bible**

We believe the Bible to be the complete Word of God; that the sixty-six books, as originally written, comprising the Old and New Testaments were verbally inspired by the Spirit of God and were entirely free from error; that the Bible is the final authority in all matters of faith and practice and the true basis of Christian union.

2. **God**

We believe in one God, Creator of all, holy, sovereign, eternal, existing in three equal Persons, the Father, the Son, and the Holy Spirit.

3. Christ

We believe in the absolute and essential deity of Jesus Christ, in His eternal existence with the Father in pre-incarnate glory, in His virgin birth, sinless life, substitutionary death, bodily resurrection, triumphant ascension, mediatorial ministry and personal return.

4. The Holy Spirit

We believe in the absolute and essential deity and personality of the Holy Spirit Who convinces of sin, of righteousness and of judgment; Who regenerates, sanctifies, illuminates and comforts those who believe in Jesus Christ.

5. Satan

We believe that Satan exists as an evil personality, the originator of sin, the archenemy of God and man.

6. Man

We believe that man was divinely created in the image of God; that he sinned, becoming guilty before God, resulting in total depravity, thereby incurring physical and spiritual death.

7. **Salvation**

We believe that salvation is by the sovereign, electing grace of God; that by the appointment of the Father, Christ voluntarily suffered a vicarious, expiatory and propitiatory death; that justification is by faith alone in the all sufficient sacrifice and resurrection of the Lord Jesus Christ and that those whom God has effectually called shall be divinely preserved and finally perfected in the image of the Lord.

8. **Future Things**

We believe in the personal, bodily and glorious return of the Lord Jesus Christ; in the bodily resurrection of the just and the unjust; in the eternal blessedness of the redeemed and in the judgment and conscious, eternal punishment of the wicked.

9. The Local Church

We believe that a church is an assembly of immersed believers, called out from the world, separated unto the Lord Jesus, voluntarily associated for the ministry of the Word, the mutual edification of its members, the propagation of the Faith and the observance of the ordinances.

We believe it is a sovereign, independent body, exercising its own divinely awarded gifts, precepts and privileges under the Lordship of Christ, the Great Head of the church.

10. **Ordinances**

We believe that there are only two ordinances for the church regularly observed in the New Testament in the following order:

- a. **Baptism** which is the immersion of the believer in water, whereby he obeys Christ's command and sets forth his identification with Christ in His death, burial and resurrection;
- b. **The Lord's Supper** which is the memorial wherein the believer partakes of the two elements, bread and wine, which symbolize the Lord's body and shed blood, proclaiming His death until He comes.

11. The Church and State

We believe in the entire separation of church and state.

12. **Religious Liberty**

We believe in religious liberty; that every man has the right to practice and propagate his beliefs.

13. The Lord's Day

We believe that the first day of the week is the Lord's day and that, in a special sense, it is the divinely appointed day for worship and spiritual exercise.

14. Civil Government

We believe that civil government is of divine appointment for the interest and good order of society; that magistrates are to be prayed for, conscientiously honored and obeyed, except only in the things opposed to the will of our Lord Jesus Christ, Who is the only Lord of the conscience and Prince of the kings of the earth.

15. Marriage

We believe that in the beginning, God divinely created man and woman. With their creation, he instituted marriage for procreation of children. We believed that Jesus and the apostles affirmed the institution of marriage as a man leaving his mother and father and joining to his wife as they become one flesh. We believe that marriage is also a picture of the union between Jesus Christ and his bride, the church.

Article V

Membership

1. Reception of New Members

- a. New converts will be accepted by vote of the church after baptism by immersion and an interview by the Board of Elders concerning their personal faith in Christ as their Savior and Lord.
- b. Immersed believers may be accepted for membership in the same manner as above.
- c. Members from other Baptist Churches will be received in the same manner as above with letters of commendation from Churches of like faith and order.
- d. Candidates for membership must acknowledge, upon reception before the church, that they accept the constitution of Curwensville Christian Church and that all of their questions concerning the constitution have been answered.

2. Responsibilities of Membership

- a. Members shall strive to keep their covenant obligation and preserve the unity of the Church. They should honor and esteem their leaders, pray for them regularly, and assist them in carrying out the purpose of the Church.
- b. Every member of the church is expected to attend its meetings, to work for its up building, to guard its good name in the community, to contribute regularly and according to his ability for the expenses of the Church.

3. Transfer of Membership

All members in good standing shall be eligible for letters of commendation to other churches. Letters of commendation shall be forwarded to the church and not given to the member being commended.

4. **Discipline of Membership**

a. The reason for Discipline

Members failing to observe the basic principles of the Christian faith and conduct as found in the scriptures, our covenant and our statement of faith, and to such a degree as to bring reproach upon the name of Christ, the church and its ministry are subject to possible discipline by the Church body

b. The purpose for Discipline

The purpose of church discipline is two fold:

- (1) **For the church -** The purpose of discipline is to prevent, restrain, and remove the evil that may exist in the church, to encourage and protect the church.
- (2) **For the member -** The purpose of discipline is to help the member acknowledge his offense and make restoration for the good of his spiritual well being.

c. The procedure for Discipline

(1) **Private Offenses**

- (a) A private offense has reference to the personal relations of individual members. It is an injury that has been done or claimed to have been done by one member versus another, intentionally or unintentionally.
- (b) Private offenses are to be handled in the following manner:
 - 1. The one who considers him injured must go to the offender, tell him his cause of grief, and between them alone adjust the matter, if possible, and settle the difficulty.
 - 2. If the previous step shall fail, the offended one must take one or two other with him and seek a second interview with the offender in their presence, and with the aid of their united wisdom and godliness hope to succeed where the last step failed.
 - 3. If the second attempt should prove unsuccessful, and no reconciliation is effected, then the offended one can take the matter to the Board of Elders, wherein the matter then becomes a public matter.

(2) **Public Offenses**

- (a) A public offense is one claimed to be a breach of Christian morals, or a violation of the covenant. It is an injury to the cause of godliness, to the name of Christ and the testimony of the church in the community.
- (b) Public offenses are to be handled in the following manner:
 - 1. The first member who has knowledge of the offense should, as in private offenses, seek the offender and remove the difficulty.
 - 2. The Board of Elders, having been informed of the offense, should seek an interview with the offender to hear his explanation and ascertain his purpose in the case.
 - 3. If at any stage of the proceedings, the accused member disproves the charges, or admits to the charges in confession and makes reparations, the case is considered closed.
 - 4. If after patient, deliberate, and prayerful labor, all efforts fail to reclaim the member, then the board of Elders will determine what measures of discipline should be taken, which may include dismissal from membership.

5. **Inactive Member**

- a. Members absenting themselves from the regular services of the church in general or from the communion of the Lord's Supper in particular, for a period of one year without sufficient cause, shall become an inactive member and upon vote of the church may be dismissed from membership.
- b. An inactive member can neither hold an office in the church or vote on any matter pertaining to the church.

6. **Voting Privileges**

Only active members in good standing, eighteen years of age and over, may vote in any and all business matters of the church.

7. **Termination of Membership**

Members shall be removed from the Church roll for the following reasons:

- a. Death
- b. Transfer of membership to another church
- c. By personal request of the member
- d. By the vote of the congregation upon becoming an inactive member.
- e. Dismissal by the (Board) according to procedure of discipline.

8. **Restoration of Membership**

- a. Members dismissed by the Board of Elders according to procedure of discipline shall be restored according to the spirit of 2 Corinthians 2:7-8, when their life-styles are judged to be in accordance with the church covenant.
- b. An inactive member can be reinstated after a period of three months of regular attendance and participation in the communion of the Lord's Table. The process of reinstatement shall begin after the inactive member declares their desire for active membership.

Article VI

Church Officers

1. The Board of Elders

a. The Responsibilities of an Elder

- (1) The board of Elders will be the primary decision-making body within the church with regards to its congregational life and wellbeing.
- (2) They will be responsible to provide spiritual oversight of the church in the following areas:
 - (a) Doctrinal Purity of the Church

(b) Shepherding of Church

(3) They have the authority and responsibility to delegate to individuals or committees authority and responsibility to carry out the business or ministry of the church.

c. The Qualifications of an Elder

Because the Elders at Curwensville Christian Church serve in a governing ministry, the Elder must meet the following qualifications based on our understanding of the scripture:

- (1) An Elder must be a male.
- (2) An Elder cannot be divorced or estranged from his wife.
- (3) An Elder must be an active member in good standing for at least two years.
- (4) An Elder must reflect the covenant of Curwensville Christian Church in his life.
- (5) An Elder must meet the qualifications as outlined in scripture (Acts 6:3; 1 Timothy 3:1-7, Titus 1:5-9).

d. The Election of an Elder

- (1) The election of an elder shall always be by a two-thirds vote.
- (2) The election of an Elder shall be at the annual business meeting, except when the church shall otherwise approve.

e. The Nomination of an Elder

- (1) Nominees for Elder must meet the qualifications for Elder as outlined in Article VI, Section 1, Item C. "The Qualifications of an Elder."
- (2) Prior to a duly called meeting for the purpose of selecting elders, the Joint-Board of Elders and Trustees will meet to nominate individuals, who met the qualifications, for the office of Elder.
- (3) Any member can make a recommendation to a member of Boards of Trustees and Elders.
- (4) The Joint-Board is required to ask a potential nominee as to letting his name stand.
- (5) The Joint-Board of Elders and Trustees will meet again to finalize a list of nominees.
- (6) On the second Sunday before a duly called business meeting, nominations will be posted with the business of the meeting.

c. The Number and Term of Elders

The number of Elders to be elected shall be determined by the church for a two (2) year term, prior to the election of Elders.

d. The Dismissal of an Elder

The dismissal of an Elder shall be upon the simple majority (50+%) vote of the active members in good standing present at a duly called business meeting - the nature of the said meeting having been clearly announced two weeks prior to said meeting.

e The Chairman of Board of Elders

- (1) The Elders shall elect a chairman from among themselves.
- (2) The Chairman shall be selected on a rotation basis on a yearly basis at the first meeting of the board following the annual business meeting.
- (3) The Chairman shall preside over all meetings of the Board of Elders, as well as joint meetings with the Board of Trustees.

2. Pastors and Other Staff Elders

a. **Senior Pastor**

(1) Senior Pastor Search Committee

When the church desires to call a senior pastor, a Senior Pastor Search Committee shall be formed to locate and evaluate acceptable candidates, and report its findings to the joint board of Elders and Trustees.

- (a) The joint board shall present a list of names including at least one Elder to the congregation at any meeting for ratification.
- (b) The Chairman of the Elder board shall be an ex-officio member with voting rights. He shall continue to serve even though his term of office may expire during the period of continued activity of the committee.
- (c) Upon the acceptance of a call by a Senior Pastor, the committee will be dissolved.

(2) The Calling of a Senior Pastor

The calling of a Pastor shall be made upon three quarter (75%) vote of the active members in good standing at a duly called business meeting - the nature of the business having been clearly announced two weeks prior to said meeting.

(3) The Duties of a Senior Pastor

The Senior Pastor's principle function is that of a senior shepherd. As a the senior shepherd, the Senior Pastor has the following responsibilities:

- (a) The Senior Pastor is primarily to minister the Word to his flock.
- (b) The Senior Pastor to lead by example.
- (c) The Senior Pastor is to responsible to initiate, oversee and do the work of evangelism among the unsaved.
- (d) The Senior Pastor is responsible to visit the homes and members of his congregation, as well as the sick and shutins.
- (e) The Senior Pastor is responsible to give direction and guidance to the Board of Elders and the Board of Trustees with regards to ministering to the needs of the church.
- (f) The Senior Pastor shall direct the pastoral and non-pastoral staff of the church. He shall be responsible to represent the staff to the Board of Elders and Board of Trustees.

(4) **Board and Committee Involvement**

The pastor shall be an ex-officio member of the Board of Elders and the Board of Trustees. The Senior Pastor has the right to be an ex-officio member of all committees of the church; and the right to receive notification of all meetings of committees and boards and fully participate at all such meetings.

(5) The Dissolution of the Relationship with a Senior Pastor

(a) The Resignation of a Senior Pastor

The Senior Pastor must give at least thirty (30) day notice of resignation unless otherwise agreed upon by the joint board of Elders and Trustees.

(b) The Dismissal of the Senior Pastor by the Church The dismissal of a Senior Pastor shall be upon the simple majority (50+%) vote of the active members in good standing present at a duly called business meeting - the nature of the said meeting having been clearly announced

nature of the said meeting having been clearly two weeks prior to said meeting.

(c) The Dismissal of the Senior Pastor by the Board of Elders

The Board of Elders will have the right to dismiss a Senior Pastor if there is a clear violation of any Ethical conduct statements held by the church and the Board of Elders.

b. **Pastoral Staff**

(1) The Calling of Other Pastors or Staff Elders

- (a) It is the Senior Pastor's responsibility to make recommendations to the joint board of Elders and Trustees for all pastoral staff.
- (b) The calling of additional pastoral staff or staff elders shall be made upon three quarter (75%) vote of the active members in good standing at a duly called business meeting the nature of the business having been clearly announced two weeks prior to said meeting.

(2) The Duties of Other Pastors or Staff Elders

Each pastoral staff member shall serve under the direction of the Senior Pastor with the following responsibilities:

- (a) The pastoral staff will provide leadership in their area of ministry responsibility.
- (b) The pastoral staff is to lead by example.
- (c) The pastoral staff is responsible to assist the Senior Pastor in being responsible to initiate, oversee and do the work of evangelism among the unsaved.
- (d) The pastoral staff is responsible to assist the Senior Pastor visiting the homes and members of his congregation, as well as the sick and shut-ins.

(3) **Board and Committee Involvement**

Each pastoral staff member shall be an ex-officio member of the Board of Elders. The pastoral staff member has the right to be an ex-officio member of all committees of the church that are related to their ministry and other committees as assigned by the Senior Pastor.

(4) The Dissolution of the Relationship with a Pastor Staff Member or Staff Elder

(a) The Resignation of a Pastor

The pastoral staff member must give at least thirty (30) day notice of resignation unless otherwise agreed upon by the joint board of Elders and Trustees.

(b) The Dismissal of a Pastor by the Church

The dismissal of a pastoral staff member shall be upon the simple majority (50+%) vote of the active members in good standing present at a duly called business meeting - the

nature of the said meeting having been clearly announced two weeks prior to said meeting.

(c) The Dismissal of a Pastor by the Board of Elders
The Board of Elders will have the right to dismiss a
pastoral staff member if there is a clear violation of any
Ethical conduct statements that are held by the church and
the Board of Elders.

3. The Board of Trustees

a. The Responsibilities of a Trustee

- (1) The board of Trustees will be a decision-making body within the church with regards to the physical needs of the church.
- (2) They will be responsible to provide oversight of the church in the following areas:
 - (a) Care for the building and church property
 - (b) Care for all legal and valuable items of the church

b. The Qualifications of a Trustee

Because the Trustees at Curwensville Christian Church serve in a governing ministry, the Trustee must meet the following qualifications based on our understanding of the scripture:

- (1) A Trustee must be a male.
- (2) A Trustee cannot be estranged from his wife.
- (3) A Trustee must be an active member in good standing for at least one year.
- (4) A Trustee must reflect the covenant of Curwensville Christian Church in his life.
- (5) A Trustee must meet the qualifications as outlined in scripture (Acts 6:3; 1 Timothy 3:8-13).

c. The Election of a Trustee

- (1) The election of a Trustee shall always be by a two-thirds vote.
- (2) The election of a Trustee shall be at the annual business meeting, except when the church shall otherwise approve.

d. The Nomination of a Trustee

- (1) Nominees for Trustee must meet the qualifications for Trustee as outlined in Article VI, Section 3, Item C. "The Qualifications of a Trustee."
- (2) Prior to a duly called meeting for the purpose of selecting elders, the Joint-Board of Elders and Trustees will meet to nominate individuals, who met the qualifications, for the office of Trustee.

- (3) Any member can make a recommendation to a member of Boards of Trustees and Elders.
- (4) The Joint-Board is required to ask a potential nominee as to letting his name stand.
- (5) The Joint-Board of Elders and Trustees will meet again to finalize a list of nominees.
- (6) On the second Sunday before a duly called business meeting, nominations will be posted with the business of the meeting.

e. The Number and Term of Trustees

The number of Trustees to be elected shall be determined by the church for a two (2) year term, prior to the election of Trustees.

f. The Dismissal of a Trustee

The dismissal of a Trustee shall be upon the simple majority (50+%) vote of the active members in good standing present at a duly called business meeting - the nature of the said meeting having been clearly announced two weeks prior to said meeting.

g The Chairman of Board of Trustees

- (1) The Trustees shall elect a chairman from among themselves.
- (2) The Chairman shall be selected on a rotation basis on a yearly basis at the first meeting of the board following the annual business meeting.

h. Financial Expenditures of Trustees

The church shall stipulate as to the amount of financial expenditures the trustees may make without presenting it to the church for its approval.

4. The Joint Board of Elders and Trustees

The Board of Elders and the Board of Trustees will join as the need arises to carry out the following responsibilities.

- a. The formation of a Senior Pastor Search Committee
- b. The selection of pastoral and non-pastoral staff
- c. The discussion of pastoral and non-pastoral staff salaries and benefits
- d. The discussion of major capital expenditures that are not stipulated by the church.
- e. Any matters pertaining to pastoral and non-pastoral staff

f. Any matters as stipulated by the church.

5. Other Officers

a. The Election of Other Officers

They must be active members in good standing. They shall be elected annually or as the church may decide by a majority vote. Such an election shall be at the annual business meeting, except when the church shall otherwise approve.

b Church Clerk

The clerk shall keep an accurate membership roll in a proper book provided by the church. Records of all members, date of reception, by baptism, transfer or experience, a full record of all church meetings, motions, etc.; carry on all correspondence relative to the membership and such other matters as the church may direct.

c. Church Treasurer

The treasurer shall keep an accurate account of all moneys received and disbursed. The treasurer shall carry on the banking business in the name of the church. The treasurer shall pay all current accounts such as utilities, pastor's salary, fuel and taxes without a vote of the church. The church shall approve other expenditures through a vote of the church or through annual budget. The treasurer shall prepare monthly statements for appropriate boards, quarterly statements for the church and statements for business meetings of the church or at such other times as the church may require. The treasurer shall supply the auditor, or auditors, with such records as may be required when auditing the church books.

6. **Non-pastoral Staff**

a. Employment of Non-Pastoral Staff

- (1) It is the Senior Pastor's responsibility to make recommendations to the joint board of Elders and Trustees for all non-pastoral staff.
- (2) All non-pastoral staff shall be employed by the decision of the joint board of Elders and Trustees.

b. **Duties of Non-Pastoral Staff**

Employment shall be accordance with job descriptions maintained by the joint board of Elders and Trustees

c. The Dissolution of the Relationship with a Non-Pastoral Staff Member

The joint board of Elders and Trustees shall act upon resignations and dismissals.

Article VII

GOVERNMENT

1. Form of Government

The government of this church and the administration of its affairs shall be by the church and such officers as it may direct.

2. **Annual Business Meeting**

There shall be an annual business meeting of the church within three (3) months following the close of the fiscal year. The annual business meeting shall be announced from the pulpit on the sixth (6th) Sunday previous to the meeting. At the annual business meeting, full reports from all departments of the church shall be given and accepted by the church.

3. Other Business Meetings

Other meetings for business may be called from time to time by the Senior Pastor, Joint – Board of Elders and Trustees or by any five members of the church.

4. The Definition of a Business Meeting

In defining a "duly called" business meeting, we mean one that has been properly announced at least two (2) weeks before the business meeting. Furthermore, it is understood should any reason, circumstance or condition prevail which makes it difficult for the majority of the membership in general to be acquainted with such announcement and unable to attend such a meeting, it shall not be accepted as a "duly called" business meeting.

5. Emergency Meetings

The Senior Pastor or the Joint-Board of Elders and Trustees reserves the right to call an emergency business meeting as the need arises.

6. **Moderator of a Business Meeting**

An officer of the church can act as a moderator at all business meetings of the church, except when circumstances arise which make it necessary for the church to appoint another to act for them.

7. **Parliamentary Procedure**

Robert's Rules of Order shall apply should any question of parliamentary procedure arise in a business meeting that is not addressed in the constitution.

8. **New Business**

a. The Right To Add New Business

Any member in good standing has the right to add an item to the agenda of a duly called business meeting.

b. The Procedure to Add New Business

Additions to the agenda of a duly called business meeting must be added in accordance to the following procedure.

- (1) New items must be submitted to the Chairman of the Board of Elders.
- (2) New items added to the agenda of the annual meeting must be submitted by the third Sunday before a duly called business meeting. No new items shall be received after this point. Items will be posted with the agenda on the second Sunday before a duly called business meeting.
- (3) New items added to the agenda of other business meetings must be submitted prior to the Sunday before a duly called business meeting. No new items shall be received after this point. Items will be posted with the agenda on the Sunday before a duly called business meeting.
- (4) No new items can be added to agendas of emergency business meetings.

9. **Voting**

a. Written ballots

All elections shall be by written ballot. Written ballots shall also be used when voting on a call of a Senior Pastor or other pastoral staff, and on any matter deemed so by the Board of Elders. Written ballots may also be used as decided by the majority of the members in good standing present at a meeting.

b. **Proxy ballots**

- (1) Members in good standing may submit proxy votes only in the election of a Senior Pastor or other pastoral staff. Proxy votes will not be accepted with regards to all other votes or issues.
- (2) Proxy vote forms will be pre-printed and made available through the Chairman of the Board of Elders. Only proxy vote forms will be accepted.
- (3) Proxy vote forms must be submitted in a sealed envelope to the Chairman of the Board of Elders prior to the meeting. The envelope will be opened at the time of the vote count.

c. **Abstaining Votes**

Abstaining votes will be considered non-votes. Abstaining votes will not affect the overall vote tally.

10. Annual Budget

The church shall vote on an annual budget two months prior to start of the fiscal year

Article VIII

DISSOLUTION OF PROPERTY

In the event this church body is dissolved, disbands or ceases to function as a church for any reason, the title to all property both real and personal, remaining assets and surplus shall pass and be vested to another non-profit Christian organization as selected by the remaining members in good standing at a duly called business meeting. No titles to property both real and personal, remaining assets or surplus may go to the personal benefit of any individual or member. After payment of all debts of the church, the remaining assets or surplus may be managed and disposed of at the sole discretion of the Board of Trustees of the non-profit Christian organization selected by the remaining membership.

The decision to dissolve or disband must be approved by two-thirds (66%) of membership in good standing at a duly called business meeting.

Article IX

AMENDMENTS

The foregoing constitution may be amended upon a three-quarters (75%) vote taken at a duly called business meeting announced from the pulpit on the second (2nd) Sunday prior to such a meeting, provided such proposals are clearly stated and published in the announcement calling for the meeting.