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# Constitution of Community Bible Church of Cedar Lake

Cedar Lake, IN

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## ARTICLE I. NAME

The name of this church shall be: COMMUNITY BIBLE  
CHURCH of Cedar Lake, herein referred to as “the church.”

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## ARTICLE II. PURPOSE

MISSION: Communicating the Gospel - Evangelism  
Conforming to the Truth - Edification  
Celebrating the Lord - Exaltation

STRATEGY: Sharing the good news of Jesus Christ in our  
community and throughout the world; training people in  
Christian principles and practice by presenting timeless  
biblical truth in a relevant and contemporary manner.

VISION: To grow people from salvation to fruit-bearing  
maturity.

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### CORE VALUES:

1. Mission Driven – Our mission is our passion, not maintenance as an institution
2. Evangelism – God loves the lost. So must we.
3. Community – We are a church of small groups.
4. Dynamic Worship – Relevant, innovative, contemporary worship that pleases our audience of One – God.
5. Discipleship Training – Growing people from new believer to fruit-bearing maturity.
6. Family Emphasis – Helping every facet of family relationships.
7. Benevolent Generosity – Giving aid to those in need.

43 **ARTICLE III. STATEMENT OF FAITH**

44  
45 **SECTION 1. DOCTRINE OF THE SCRIPTURES:** We  
46 believe the Holy Scriptures of the Old and New Testaments to  
47 be the plenary verbal inspired Word of God and infallible in the  
48 original writings. (2 Tim. 3:16,17; 2 Peter 1:20,21)

49  
50 **SECTION 2. DOCTRINE OF GOD:** We believe in one God,  
51 eternally existing in three persons: Father, Son, and Holy  
52 Spirit. (Deut. 6:4; 2 Cor. 13:14; Matt. 28:19)

53  
54 A. God the Father: We believe in God the Father, Maker of  
55 heaven and earth (Gen. 1), perfect in holiness (Ezek.  
56 39:7; Isa. 6:3), infinite in wisdom (Prov. 3:19; Rom. 11:33),  
57 present everywhere at the same time (Psalm 139),  
58 measureless in power (1 Chron. 29:11,12). He is  
59 sovereign, unchanging and loving (Eph. 1:3-12; James  
60 1:17; 1 John 4:7-10). He concerns Himself mercifully in  
61 the affairs of man (Psalm 103:17), He hears and answers  
62 prayer (Isa. 65:24; Psalm 91:15), and that He, through  
63 Jesus Christ and the Holy Spirit, saves men from sin and  
64 death (Rom. 5:5-8; Rom. 8:3,4).

65  
66 B. God the Son: We believe in Jesus Christ, God's one and  
67 only Son (John 1:18; John 3:16), conceived by the Holy  
68 Spirit and born of a virgin (Luke 1:34,35; Isa. 7:14), sinless  
69 in His life (2 Cor. 5:21; 1 Peter 1:18,19; 1 Peter 2:22,23),  
70 making atonement for the sin of the world by His  
71 substitutionary death on the cross (1 Cor. 15:3,4; Isa.  
72 53:3-5; 1 Peter 2:24), His burial and bodily resurrection  
73 (Matt. 28:6; 1 Cor. 15:4), His ascension into heaven (Acts  
74 1:9-11), His perpetual intercession for the saints (1 John  
75 2:1,2; John 17), and His personal, visible return, according  
76 to His promise. (1 Thess. 4:13-17; Matt. 24:30)

77  
78 C. God the Holy Spirit: We believe in the person of the Holy  
79 Spirit (Acts 5:3,4), sent by the Lord Jesus Christ to  
80 reprove the world of sin, of righteousness, and of  
81 judgment (John 16:7-11), and to regenerate all who  
82 recognize personal guilt of sin (Titus 3:5-7; Rom. 3:23)  
83 and in repentance receive Jesus Christ as Savior and  
84 Lord; and to sanctify and comfort those who believe in  
85 Him. (2 Thess. 2:13; John 14:16,26)

86  
87 **SECTION 3. DOCTRINE OF MAN:** We believe that man was  
88 created in the image of God; that he sinned and thereby  
89 incurred not only physical death, but also that spiritual death

90 which is separation from God; and that all human beings are  
91 born with a sinful nature and in the case of those who reach  
92 moral responsibility, they become responsible for the fact that  
93 they are sinners in thought, word, and deed. (Gen. 1:26,27;  
94 Rom. 3:23; Ezek. 18:4; Jer. 17:9)

95  
96 **SECTION 4. DOCTRINE OF SALVATION:** We believe that  
97 salvation is by the grace of God through His free gift, which is  
98 neither merited nor secured, in part or in whole, by any virtue  
99 or work of man. (Eph. 2:8,9) We believe that the Lord Jesus  
100 Christ died for our sin according to the Scriptures (1 Cor 15:3),  
101 as a representative and substitutionary sacrifice, and that all  
102 who believe in Him are justified on the basis of His shed  
103 blood. (John 3:16; Isa. 53:6; Rom. 6:23) We believe that all  
104 who receive by faith the Lord Jesus Christ are born again of  
105 the Holy Spirit, and thereby become children of God. (John  
106 3:3; John 1:12,13; 1 Peter 1:23) We believe that those who  
107 have been born again have everlasting life and shall not come  
108 into condemnation, but are passed from death unto life; and  
109 that the Lord Jesus Christ gives unto them eternal life and  
110 they shall never perish. All who by faith receive the Lord are  
111 truly saved and will be securely held in the Father's hand for  
112 all time and eternity. (John 5:24; 10:28) We believe that it is  
113 the obligation of the saved to witness by life and word to the  
114 truths of the Holy Scriptures and to seek to proclaim the  
115 Gospel to all mankind. (Mark 16:15; Acts 1:8; 2 Cor. 5:19,20)  
116 We believe in the bodily resurrection of the saved and  
117 unsaved, the eternal life of the saved and the everlasting  
118 punishment of the unsaved. (Rom. 14:10; Rev 20:12,15; Matt.  
119 25:46; John 3:36; John 5:28,29)

120  
121 **SECTION 5. DOCTRINE OF CHRIST'S RETURN:** We  
122 believe in that "Blessed Hope," the personal, imminent,  
123 pre-tribulation, and pre-millennial coming of our Lord and  
124 Savior, Jesus Christ. (1 Thess. 4:13-18; John 14:1-3)

125  
126 **SECTION 6. DOCTRINE OF THE CHURCH:** We believe in  
127 the invisible Church, as a living spiritual body of which Christ  
128 is the head and of which all "born again" people are members  
129 (Col.1:15-18; 1 Cor. 12:12,13). We believe in the visible  
130 church as a local assembly of believers in Jesus Christ, joined  
131 together on a credible confession of faith in Jesus Christ as  
132 Savior, associated for worship, fellowship and service. (Rom.  
133 10:9-10; Heb. 10:25)  
134 We further believe that our church is independent and  
135 autonomous and must be free from interference by any  
136 ecclesiastical authority; and we further believe that church and

137 state should be kept separate as having different functions,  
138 each fulfilling its duties free from dictation or patronage of the  
139 other. (Matt. 22:21) We believe that every believer has direct  
140 relations with God, and is responsible to God alone in all  
141 matters of faith. (Matt. 27:51; Heb. 4:15,16; Acts 4:19,20; Acts  
142 5:29) Speaking in tongues, including ecstatic utterances, is not  
143 practiced at Community Bible Church.

144  
145 In stating our position on the tongues-speaking movement, we  
146 do not mean to detract from the sincerity or Christian  
147 character of many within the movement.

148  
149 **SECTION 7. DOCTRINE OF CHURCH ORDINANCES:** We  
150 believe that water baptism by immersion and the Lord's  
151 Supper are the only sacraments and ordinances of the Church  
152 and that they are a scriptural means of testimony for the  
153 Church in this age. (Matt. 28:19; Luke 22:19,20; Acts  
154 10:47,48; 16:32,33; 18:7,8; 1 Cor. 11:23-34; Matt. 3:14-17)

155  
156 **SECTION 8. DOCTRINE OF SEPARATION:** We believe that  
157 all the saved should live in such a manner as not to bring  
158 reproach upon their Savior and Lord; and that separation from  
159 all religious apostasy, all worldly and sinful pleasures,  
160 practices and associations is commanded by God. (2 Cor.  
161 6:14-7:1; Rom. 7:22,23; Rom 12:1,2; Rom 14:13; 2 Tim.  
162 3:1-15; Titus 2:11-14; 1 John 2:15-17; 2 John 9,12)

## 163 164 165 **ARTICLE IV. GOVERNMENT**

### 166 **SECTION 1. AUTHORITY AND RESPONSIBILITIES:**

167 The ultimate authority for the leadership of this church resides  
168 in the head of the church, the Lord Jesus Christ. For  
169 purposes of implementing our Lord's will in the life of this  
170 church, all ministries and activities of the church shall function  
171 under the authority of the Elders (or those to whom the Elders  
172 delegate authority). The Elders' primary responsibility is to  
173 submit to Jesus Christ. The church body is responsible to  
174 submit to the leadership of the Elders (Hebrews 13:17; 1 Peter  
175 5:1-4).

### 176 177 **SECTION 2. SENIOR PASTOR**

- 178 A) **QUALIFICATIONS:** The scriptural qualifications for the  
179 Senior Pastor are found in 1 Timothy 3:2-7 and Titus 1:6-9.  
180 B) **DUTIES:**  
181 1) The Senior Pastor shall be an Elder and the spiritual  
182 leader of the church, preaching regularly,

550 present is required for passage of the proposed amendment.

551  
552 **SECTION 3.** The Statement of Faith set forth in Article III and  
553 Dissolution in Article VIII, Section 2 shall always be part of the  
554 Constitution of Community Bible Church. No part of this  
555 Constitution relating to such Statement of Faith or Dissolution  
556 shall be amended in its doctrinal meaning or intent.

## 557 558 **ARTICLE X. ENACTING**

559  
560 **SECTION 1. ENACTING:** The Constitution as revised and  
561 herein before set forth, adopted by the church at a called  
562 special meeting on March 4, 2007, shall be in lieu of all  
563 previously adopted revisions of the constitution. Should any  
564 portion or part of this constitution become invalid through any  
565 order of court or record, it shall not in any way affect or  
566 invalidate any of the remaining portion or parts of this  
567 constitution.

568  
569 Revised 1/16/90 and 4/28/98 and 3/4/07

504 **SECTION 3. AUDITING** – Annually, the Elders shall appoint a  
505 team of at least two people to examine the books of the  
506 Treasurer and the books of other committees and ministry  
507 teams as deemed appropriate by the Elders. The Elders shall  
508 establish and maintain a written policy governing the auditing  
509 process.

## 512 **ARTICLE VIII. LEGAL MATTERS**

### 513 **SECTION 1. TRUSTEES**

- 514 A) **ADMISSION:** The Trustees shall be the chairman of the  
515 Elders, a Deacon appointed by the Elders, and the  
516 Treasurer.  
517 B) **DUTIES:** The Trustees are to approve and sign all legal  
518 contracts on behalf of the church, and generally perform  
519 duties as are required by the laws of the State of Indiana.  
520 The job description outlines the tasks associated with the  
521 job. They cannot initiate any changes in the church  
522 proper, nor run counter to the expressed purpose of the  
523 Corporation.  
524 C) **TERM:** The term of office for the appointed Trustees will  
525 coincide with their other respective offices.  
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528 **SECTION 2. DISSOLUTION:** In the event of the dissolution of  
529 this corporation, all of its debts shall be fully satisfied. None of  
530 its assets or holdings shall be divided among the members or  
531 other individuals, but shall be irrevocably designated by the  
532 corporate vote prior to dissolution to such other non-profit  
533 religious corporations which are in agreement with the letter  
534 and spirit of the Articles of Faith adopted by this church, and in  
535 conformity with the requirements of the United States Internal  
536 Revenue Service Code of 1954 (Sec. 501 C-3), or as  
537 amended by the ruling agency of the United States.  
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## 540 **ARTICLE IX. AMENDMENTS**

541 **SECTION 1.** This Constitution may be amended at a Special  
542 Meeting or at the Annual Business Meeting. The proposed  
543 amendment will be presented in writing to all members one  
544 month prior to the date of voting. The Elders will oversee the  
545 amendment process.  
546

547 **SECTION 2.** A quorum of forty-percent (40%) of the  
548 membership and a two-thirds (2/3) vote of those members  
549

183 administering the ordinances, and faithfully praying for  
184 the welfare of the members. He shall oversee the  
185 entire church activity and be an ex-officio member of  
186 all ministries. (1 Timothy 6:11-21, 2 Timothy 3:10-4:5)

- 187 2) **Administration of Staff Personnel:** The Senior Pastor  
188 will recommend individuals for paid staff positions to  
189 the Elder Board for their approval. The staff will be  
190 responsible to the Senior Pastor for job performance.  
191 The Senior Pastor may dismiss any such staff with  
192 approval of the Elders. The Elders may also, at their  
193 discretion, dismiss any staff member by a majority  
194 vote of the Elders.  
195 C) **ADMISSION:** The Senior Pastor shall be elected at a  
196 Special Meeting called for that purpose. Public notice of  
197 the meeting shall be given from the pulpit at all services  
198 on the proceeding Sunday, as well as notification by mail  
199 to all members. A quorum of forty-percent (40%) of the  
200 membership and an affirmation vote of eighty-percent  
201 (80%) of all votes cast is required for his election.  
202 D) **DISMISSAL:**  
203 1) Any accusations of false teaching, unchristian attitude  
204 or unchristian behavior against the Senior Pastor may  
205 be brought before the Elders by two or three  
206 witnesses, in accordance with 1 Timothy 5:19-20.  
207 Dismissal of the Senior Pastor shall occur upon a  
208 majority vote of the Elders. The Elders shall submit  
209 their reasons in writing to the membership and shall  
210 wait for at least two weeks before confirming their  
211 vote. During this time, they will consider all comments  
212 from members regarding the pending dismissal. The  
213 Senior Pastor shall stand down from his duties and  
214 refrain from teaching any class or group until a final  
215 decision is made.  
216 2) Dismissal of the Senior Pastor may occur for any  
217 other reason upon a majority vote of the Elders. The  
218 Elders shall submit their reasons in writing to the  
219 membership and shall wait for at least two weeks  
220 before confirming their vote. During this time, they will  
221 consider all comments from members regarding the  
222 pending dismissal.  
223 **SECTION 3. ELDERS**  
224 A) **QUALIFICATIONS:** The scriptural qualifications for Elders  
225 are found in 1 Timothy 3:2-7 and Titus 1:6-9. He must be  
226 a member of Community Bible Church for at least one  
227 year prior to his election.

228 B) DUTIES: The Elders shall:  
 229 1) Attend to all spiritual affairs of the church, keeping  
 230 well informed of the spiritual welfare of the  
 231 membership, admonishing, reproof, and  
 232 encouraging as needed.  
 233 2) Be responsible for all church policies and procedures.  
 234 3) Evaluate the staffing needs of the church, develop an  
 235 appropriate job description for all positions, and define  
 236 the scope of responsibilities, the qualifications, and  
 237 remuneration for all positions.  
 238 4) Oversee the operational structure of the church and  
 239 appoint qualified people to best implement its mission  
 240 (e.g. teams, committees, boards, etc.).  
 241 5) Elect annually their chairman and other officers as  
 242 determined by majority vote.  
 243 6) Preside over all business meetings.  
 244 7) Be responsible for church discipline.  
 245 8) Oversee the finances and stewardship of the church.  
 246 9) Fill vacancies on the Elder Board.  
 247 C) ADMISSION: There may be up to nine (9) Elders, but no  
 248 less than five (5). No more than one-third (1/3) of the  
 249 Elder Board may consist of paid staff. After soliciting  
 250 recommendations from the membership, Elder candidates  
 251 shall be appointed by the Elders and affirmed by the  
 252 membership. The names of Elder candidates shall be  
 253 posted at least two Sundays prior to the Annual Business  
 254 Meeting. At the Annual Business Meeting, the  
 255 membership shall hold a vote and seventy-five percent  
 256 (75%) of all votes cast shall be necessary for affirmation.  
 257 There is no scriptural instance in which two or more men  
 258 compete with each other for votes in order that one should  
 259 get elected to office. The election is a vote that a man is  
 260 or is not qualified as presented by Scripture in 1 Timothy 3  
 261 and Titus 1.  
 262 D) TERM: The Elders shall serve two-year terms, beginning  
 263 on February 1 and shall be affirmed by the membership at  
 264 the end of every term; one-half of the Elders on odd years  
 265 and the other half on even years. Elders may continue to  
 266 serve as Elders as long as they remain biblically qualified  
 267 and are actively engaged in providing leadership and  
 268 shepherding to the church. At the end of a two-year term,  
 269 an Elder may, if he so chooses, voluntarily remove himself  
 270 from the role of Elder for any reason.  
 271 E) VACANCIES: If an Elder is not affirmed by the  
 272 membership, then he must step down from service as an  
 273 Elder. Elders appointed to fill vacancies shall serve in an  
 274 interim capacity and need not be affirmed until the next

457 2) By the Elders upon the written request of ten-percent  
 458 (10%) of the members concerned over a particular  
 459 issue.  
 460 B) Notice of any business meeting or special meeting shall  
 461 be made to the membership at least two Sundays prior to  
 462 the meeting date.  
 463

464 **SECTION 3. VOTING AND QUORUM**

465 A) All meetings shall be conducted according to *Robert's*  
 466 *Rules of Order* except where otherwise specified in this  
 467 document.  
 468 B) Twenty-percent (20%) of the membership shall constitute  
 469 a quorum for all business meetings unless otherwise  
 470 specified in this document.  
 471 C) A simple majority vote of members present is required to  
 472 pass any item of business unless otherwise specified in  
 473 this document.  
 474 D) A policy governing the process by which absentee ballots  
 475 may be requested and cast shall be written and  
 476 maintained under the oversight of the Elders. Absentee  
 477 ballots may only be used in the affirmation of the Senior  
 478 Pastor, Elders and Deacons, approval of constitutional  
 479 amendments, and the approval of the annual budget.  
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 482 **ARTICLE VI. COMMITTEES AND TEAMS**

483  
 484 **SECTION 1. COMMITTEES AND TEAMS** – All church  
 485 organizations and ministries shall exist and be conducted  
 486 under the oversight of the Elders, including but not limited to  
 487 the Missions Team. The responsibilities, guidelines and  
 488 membership of such organizations and ministries shall be  
 489 maintained in written policies.  
 490

491  
 492 **ARTICLE VII. BUDGET**

493  
 494 **SECTION 1. FISCAL YEAR** – The fiscal year shall begin on  
 495 January 1 and conclude on December 31.  
 496

497  
 498 **SECTION 2. ANNUAL BUDGET** – The Elders shall establish  
 499 and maintain a written policy that governs the process of  
 500 composing the annual budget. The budget for the new fiscal  
 501 year shall be presented to the membership in writing for  
 502 approval. The existing budget shall remain in effect until the  
 503 budget for the new fiscal year is approved.

412 Discipline Policy, which shall be based on Matthew  
413 18:15-20. The board of Elders shall be responsible in  
414 all matters of delinquency and shall bear in mind  
415 Galatians 6:1-3 throughout any consultations. The  
416 intent of church discipline is repentance, restoration,  
417 and to encourage biblical behavior.  
418 D) MEMBERSHIP VOTING: The following items shall be  
419 brought to the membership for voting:  
420 1) Affirmation of the Senior Pastor  
421 2) Affirmation of Elders and Deacons  
422 3) Approval of the Annual Budget  
423 4) Real estate purchase or sale, or a non-budgeted  
424 expenditure exceeding ten-percent (10%) of the  
425 annual budget  
426 5) Constitutional amendments  
427 6) Dissolution provisions  
428 7) Any other business deemed necessary by the Elders  
429 E) MEMBERSHIP GRIEVANCE:  
430 1) The Elders shall maintain a written policy for  
431 grievance resolution in the church.  
432 2) By joining this church, all members agree that the  
433 methods established in the grievance policy shall  
434 provide the sole remedy for any dispute arising  
435 against the church and its agents, and they waive  
436 their right to file any legal action against the church in  
437 a civil court or agency, except to enforce an arbitration  
438 decision.  
439  
440

## 441 **ARTICLE V. CHURCH BUSINESS MEETINGS**

### 442 **SECTION 1. ANNUAL BUSINESS MEETING**

- 443 A) The Annual Business Meeting shall be held during the first  
444 three weeks of January.  
445 1) The church officers shall be affirmed.  
446 2) The financial reports for the church shall be  
447 presented.  
448 3) The Senior Pastor, Elders, Staff, Treasurer, and other  
449 ministry teams as directed by the Elders shall submit  
450 reports of their work during the past year.  
451

### 452 **SECTION 2. SPECIAL MEETINGS**

- 453 A) A special meeting will be called in one of the following  
454 ways:  
455 1) By majority vote of the Elders  
456

275 Annual Business Meeting unless deemed necessary by  
276 the Elders.  
277 F) DISMISSAL:  
278 1) Any accusations of false teaching, unchristian attitude  
279 or unchristian behavior against an Elder may be  
280 brought before the Elders by two or three witnesses,  
281 in accordance with 1 Timothy 5:19-20. Dismissal of  
282 the Elder shall occur upon a majority vote of the  
283 Elders. The Elders shall submit their reasons in  
284 writing to the membership and shall wait for at least  
285 two weeks before confirming their vote. During this  
286 time, they will consider all comments from members  
287 regarding the pending dismissal. The Elder in  
288 question shall stand down from his duties and refrain  
289 from teaching any class or group until a final decision  
290 is made.  
291 2) Dismissal of an Elder may occur for any other reason  
292 upon a majority vote of the Elders. The Elders shall  
293 submit their reasons in writing to the membership and  
294 shall wait for at least two weeks before confirming  
295 their vote. During this time, they will consider all  
296 comments from members regarding the pending  
297 dismissal.

## 298 **SECTION 4. DEACONS**

- 299 A) QUALIFICATIONS: The scriptural qualifications for  
300 Deacons are found in Acts 6:3 and 1 Timothy 3:8-13. He  
301 must be a member of Community Bible Church for at least  
302 one year prior to his appointment.  
303 B) DUTIES: The Deacons shall:  
304 1) Administer operations of the church as designated by  
305 the Elders, including benevolence, finances and  
306 church property. A written job description outlining the  
307 duties of the Deacons shall exist and be maintained  
308 under the oversight of the Elders.  
309 2) Be responsible for the receipt and recording of  
310 offerings.  
311 C) ADMISSION: After soliciting recommendations from the  
312 membership, Deacon candidates shall be appointed by  
313 the Elders and affirmed by the membership (Acts 6:3-6).  
314 The Elders may appoint as many Deacons as necessary,  
315 but there shall be no less than five (5) Deacons. The  
316 names of Deacon candidates shall be posted at least two  
317 Sundays prior to the Annual Business Meeting. At the  
318 Annual Business Meeting, the membership shall hold a  
319 vote and a majority of all votes cast shall be necessary for  
320 affirmation. There is no scriptural instance in which two or

321 more men compete with each other for votes in order that  
 322 one should get elected to office. The election is a vote  
 323 that a man is or is not qualified as presented by Scripture  
 324 in 1 Timothy 3 and Titus 1.  
 325 D) TERM: The Deacons shall serve two-year terms,  
 326 beginning on February 1 and shall be affirmed at the end  
 327 of each term by the Elders and the membership at the  
 328 annual business meeting. Deacons may continue to serve  
 329 as long as they remain biblically qualified and are actively  
 330 engaged in their duties.  
 331 E) VACANCIES: Deacons appointed to fill vacancies shall  
 332 serve in an interim capacity and need not be affirmed until  
 333 the next Annual Business Meeting unless deemed  
 334 necessary by the Elders.  
 335 F) DISMISSAL:  
 336 1) Any accusations of unchristian attitudes or behavior  
 337 against a Deacon may be brought before the Elders  
 338 by two or three witnesses. Dismissal of a Deacon  
 339 shall occur upon a majority vote of the Elders. The  
 340 Elders shall submit their reasons in writing to the  
 341 membership and shall wait for at least two weeks  
 342 before confirming their vote. During this time, they will  
 343 consider all comments from members regarding the  
 344 pending dismissal. The Deacon in question shall  
 345 stand down from his duties until a final decision is  
 346 made.  
 347 2) Dismissal of a Deacon may occur for any other reason  
 348 upon a majority vote of the Elders. The Elders shall  
 349 submit their reasons in writing to the membership and  
 350 shall wait for at least two weeks before confirming  
 351 their vote. During this time, they will consider all  
 352 comments from members regarding the pending  
 353 dismissal.

354 **SECTION 5. DEACON-TREASURER**

355 A) The Treasurer shall be a Deacon and have the same  
 356 qualifications, admission criteria, dismissal criteria, and  
 357 term as outlined in Section 4 – Deacons.  
 358 B) Duties: The Deacon-Treasurer shall ensure that:  
 359 1) Church funds are disbursed  
 360 2) Written account of disbursements is maintained  
 361 3) Regular reports are generated as required.  
 362 C) A written job description that outlines the duties of the  
 363 Treasurer shall be written and maintained under the  
 364 oversight of the Elders.

365 **SECTION 6. MEMBERS**

366 A) QUALIFICATIONS: Any person eighteen (18) years of  
 367 age and over, professing faith in Jesus Christ as personal  
 368 Lord and Savior, and giving evidence of the Christian life,  
 369 whose interpretations of the Bible are in agreement with  
 370 those of this church as expressed in the Article III -  
 371 Statement of Faith may become a member.  
 372 B) DUTIES: Members purpose to abide by the following  
 373 biblical principles:  
 374 1) Grace – The personal acceptance of God’s  
 375 redemptive work through faith in Christ alone, and  
 376 then sharing that new life with others (Ephesians 2:8-  
 377 9, Acts 1:8).  
 378 2) Growth – The evidences of a growing obedience and  
 379 commitment to the Christ-like life God has called us  
 380 to live before a watching world (Philippians 2:12-13, 2  
 381 Peter 3:18).  
 382 3) Group – Connecting with other believers in a smaller  
 383 community setting so that certain biblical values such  
 384 as love, service, honesty, encouragement,  
 385 accountability and transparency can be intentionally  
 386 developed and effectively applied (Acts 2:46, Hebrews  
 387 10:24-25).  
 388 4) Gifts – Identifying and using our spiritual gifts in a  
 389 meaningful place of service within the local church  
 390 and the world (Romans 12:6-8).  
 391 5) Good Stewardship – Relinquishing to God the  
 392 ownership of every area of our lives (time, energy,  
 393 prayers, attitudes, and financial resources) while  
 394 endeavoring to give back to Him according to how He  
 395 has prospered us (Philippians 4:11-19).  
 396 C) MEMBERSHIP PROCESS:  
 397 1) ADMISSION: After completing the membership  
 398 process, the Elders will decide whether or not to  
 399 accept each candidate. New members will be  
 400 presented to the church by the Elders.  
 401 2) DISMISSAL:  
 402 a) Any member wishing to remove himself from  
 403 membership shall make his request for dismissal in  
 404 writing to the Elders.  
 405 b) Dismissal of a member by the church may occur for  
 406 any reason upon a majority vote by the Elders. The  
 407 Elders shall explain their decision for dismissal in  
 408 writing to the member. The Elders will notify the rest of  
 409 the members as deemed necessary.  
 410 3) DISCIPLINE: Members must willingly submit to and  
 411 invite church discipline as defined in the Church