

**BeaverBaptistChurch
Constitution
(Revised February 23, 2013)**

**The Constitution
Of the
Beaver Baptist Church
2585 Tuscarawas Road
Beaver, Pa. 15009
(724) 774-9163**

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Of the
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2585 Tuscarawas Road
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Revised March 23, 2013

Preamble

For the more certain preservation and security of the principles of our faith and to the end that this body may be governed in an orderly manner, and for the purpose of preserving the liberties inherent in each individual member of this church and the freedom of action of this body with respect to its relation to other churches of like faith and practice, we do declare and establish this constitution. This Constitution is meant to reflect the character of and bring glory to Jesus Christ, as revealed in the Holy Bible and articulated in the standards set forth in the Statement of Faith and Covenant of this church.

Article I

Name, Purpose, Incorporation.

Section 1. The name of this body shall be the Beaver Baptist Church, S.B.C. The official address being 2585 Tuscarawas Road (Brighton Township), Beaver (Beaver County), Pennsylvania 15009. This church body shall be affiliated with the Baptist Association of Southwestern Pennsylvania, the Baptist Convention of Pennsylvania and South Jersey, and the Southern Baptist Convention.

Section 2. The purpose of this body shall be to maintain a continuing and vital relationship with God through Jesus Christ and to bring all men into this relationship. This church exists by the grace of God, for the glory of God, which shall be the ultimate purpose in all its activities. This church glorifies God by loving Him and obeying His commands through: Worshipping Him; Equipping the saints through Bible instruction and study; Proclaiming the gospel of Jesus Christ through preaching and personal evangelism, and any other means consistent with the teachings of Holy Scripture; Encouraging, supporting, and participating in missions work, local, domestic, and international; Administering the ordinances of baptism and communion; Encouraging Biblical fellowship among believers; Serving other individuals, families, and churches by providing for physical, emotional, and spiritual needs, in the name of Jesus Christ; and Calling fellow churches to biblical faithfulness and purity through instruction and encouragement about the nature of the local church.

Section 3. This church shall be incorporated in accordance with the laws of the Commonwealth of Pennsylvania governing religious bodies, and the handling of property shall be in accordance of such laws.

Section 4. This church hereby adopts as its corporate seal:

“Beaver Baptist Church, S.B.C., Incorporated Pennsylvania, 1972”

Article II

Authority

The Holy Scriptures alone shall be recognized as the only infallible authority and guide in determining faith and practice. The revised New Hampshire Statement of Faith from 1853 shall serve as a doctrinal guide for Beaver Baptist Church.

Article III

Church Covenant

This church covenant is equal parts promise, summary of expectations, ethical statement, and biblical standard. We summarize how we promise to live together in the covenant. It forms the ethics, or the moral principles, of our worldview and holds out a biblical standard by which we live. Our acceptance of this multifaceted document follows the practice of believers throughout the centuries who have pledged to God and one another to live out the gospel in community.

We use our covenant in two key ways today. We require all new members to sign it before joining the church. We also reaffirm our commitment to the covenant at all members meetings and before taking communion, when we stand as a body and recommit ourselves to it. By featuring the covenant in our life together, we strive to protect ourselves from individual and corporate sin. Of equal importance, we spur one another on to live in light of a greater covenant, one initiated by love, sealed by sacrifice, and kept for eternity by our Savior, Jesus Christ.

Covenant

Having, as we trust, been brought by divine grace to repent and believe in the Lord Jesus Christ and to give up ourselves to him, and having been baptized upon our profession of faith, in the name of the Father and of the Son and the Holy Spirit, we do now, relying on His gracious aid, solemnly and joyfully renew our covenant with each other.

We will work and pray for the unity of the Spirit in the bond of peace.

We will walk together in brotherly love, as becomes the members of a Christian Church, exercise an affectionate care and watchfulness over each other and faithfully admonish and entreat one another as occasion may require.

We will not forsake the assembling of ourselves together, nor neglect to pray for ourselves and others.

We will endeavor to bring up such as may at any time be under our care, in the nurture and admonition of the Lord, and by a pure and loving example to seek the salvation of our family and friends.

We will rejoice at each others' happiness and endeavor with tenderness and sympathy to bear each other's burdens and sorrows.

We will seek, by Divine aid, to live carefully in the world, denying ungodliness and worldly lusts, and remembering that, as we have been voluntarily buried by baptism and raised again from the symbolic grave, so there is on us a special obligation now to lead a new and holy life.

We will work together for the continuance of a faithful evangelical ministry in this church, as we sustain its worship, ordinances, discipline, and doctrines. We will contribute cheerfully and regularly to the support of the ministry, the expenses of the church, the relief of the poor, and the spread of the Gospel through all nations.

We will, when we move from this place, 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.

May the grace of the Lord Jesus Christ, and the love of God, and the fellowship of the Holy Spirit be with us all. Amen.

Article IV **Ordinances**

The ordinances shall be Baptism and the Lord's Supper. The deacons shall assist the elders in the preparation of the ordinances. The elders, deacons or others authorized by the church shall administer the ordinances.

Section 1 Baptism

- A.** Repentance toward God and faith in Christ shall precede baptism. (John 1:12; Acts 2:38; Col. 2:12)
- B.** Baptism shall be by immersion. (Acts 2:38; Matthew 3:16)
- C.** Baptism shall be administered by the authority of the church. (Matthew 28:19-20)
- D.** Baptism shall be preceded by appropriate counseling from the elders.

Section 2 The Lord's Supper

- A.** The Lord's Supper is to be recognized as a local church ordinance.
- B.** The Lord's Supper is designed to commemorate the death of our Lord and to confirm our faith and commitment to Him.
- C.** Participants are to be determined by the words of the apostle Paul, "Let every man examine himself..." (1Cor. 11:28)
- D.** The Lord's Supper shall be observed once month or as prescribed by the church and administered by the elders.
- E.** The Lord's Supper shall be preceded by comments from the elders of its scriptural significance.

Article V

Polity and Cooperation

Section 1 Polity – The government of this church shall be vested in the body of the believers who compose its membership. It is subject to the controls of no other ecclesiastical body, but recognizes and sustains the obligations of mutual counsel and cooperation, which are common; among Southern Baptist Churches. All members shall have equal rights and privileges within the limitations stated hereafter.

- A. The church reserves the right to limit the voting privileges to those who are 18 years of age or older.
- B. No individual or group of individuals under the protection of the church shall institute or form any ministry within the body of the church upon any plan or ideal except on the express authority of the elders. The intention of this clause is not to impose a restriction upon the individual's personal relationship with the Lord, but to emphasize our concern for the edification of the church.

Section 2 Cooperation – We agree to cooperate with and contribute through the Cooperative Program of the Southern Baptist Convention in support of all our work and we further agree to support and promote the work of the State and Associational Missions.

Article VI

Membership, Termination, and Duties.

Section 1 - Qualifications

- A. To qualify for membership in this church, a person
 - 1) must be a believer in Jesus Christ who gives evidence of regeneration,
 - 2) who has been baptized in obedience to Christ, following his or her regeneration,
 - 3) and who wholeheartedly believes in the Christian faith as revealed in the Bible.
 - 4) Each member must sustain the doctrines of our church and not hold any settled convictions contrary to them, in accord with our Statement of Faith.
 - 5) and must promise to keep the commitments expressed in the Church Covenant.
- B. To be admitted into church membership, the normal course shall be
 - 1) After completion of all sessions of the New Members' Class
 - 2) applicants shall be recommended by the elders for admission
 - 3) after being assessed for membership in an interview with at least two elders, unless there is only one elder, in which case he shall conduct the interview,
 - 4) and accepted by vote of the members at any regular or special meeting of the members,
 - 5) and shall at that point relinquish their membership in other churches.

Section 2 - Admission of Members

- A. To be admitted into church membership, applicants shall be recommended by the elders for admission and accepted by vote of at least 75% of the members present at any regular or special meeting of the members.

- B. At that point newly elected members shall relinquish their membership in other churches.
- C. Those applying for membership will be received as members by baptism or letter of transfer.
- D. A statement of faith may suffice in the event that a letter of transfer is not obtainable.

Section 3 - Duties and Privileges of Membership

- A. In accord with the duties enumerated in the Church Covenant, each member shall be privileged and expected to participate in and contribute to the ministry and life of the church, consistent with God's leading and with the gifts, time, and material resources each has received from God. Only those who are members of this congregation shall be entitled to lead in the ministries of the church.
- B. Under Christ this congregation is governed by its members and **led by its elders**. Therefore, it is the privilege and responsibility of members to attend all members' meetings and vote on the election of officers, on decisions regarding membership status, and on such other matters submitted to a vote.

Section 4 - Watchcare Membership

- A. Students and others temporarily residing in the Beaver area who are members of an evangelical church may apply for watchcare membership. Qualifications are identical to those for full membership as set out above, except that home church membership must be retained. A letter of commendation will be sought from the applicant's home church.
- B. Duties and privileges of watchcare members are the same as for other members except that:
 - 1) when absent from the Beaver area for extended periods of time they are released from the responsibility to attend our church services;
 - 2) while they will be encouraged to participate in members' meetings, they will not be eligible to stand for any office or to vote.
- C. Termination of watchcare membership as a disciplinary measure will be as it is for other members, except that the elders shall notify the pastor or elders of the home church of that termination. Watchcare membership will normally terminate immediately upon the ending of the period of temporary residence in the Beaver area.

Section 5 - On Church Discipline

- A. Formative discipline is inherent in the preaching, teaching, and exercise of other ministries in the church. When formative discipline fails due to sin, corrective discipline is then necessary. Corrective discipline is for the good of the church and the member who has sinned. It is never to be entered into lightly or quickly. The goal of corrective discipline is always remedial, that is, the goal is always the salvation and holiness and good of the one being disciplined.
- B. Any member consistently neglectful of his or her duties or guilty of conduct by which the name of our Lord Jesus Christ may be dishonored, and so opposing the welfare of the church, shall be subject to the admonition of the elders and the discipline of the church, according to the instructions of our Lord in Matthew 18:15-17 and the example of scripture. Church discipline, then, should only be contemplated after individual private admonition has failed.

C. Church discipline can include admonition by the elders or congregation, suspension from communion for a definite period, deposition from office, and excommunication (see Matthew 18: 15–17; 2 Thessalonians 3: 14–15; 1 Timothy 5: 19– 20; 1 Corinthians 5: 4–5).

D. The purpose of such discipline should be:

- 1) For the repentance, reconciliation, and spiritual growth of the individual disciplined (Proverbs 15: 5; 29: 15; I Corinthians 4: 14; Ephesians 6: 4; I Timothy 3: 4–5; Hebrews 12: 1–11; Psalm 119: 115; 141: 5; Proverbs 17: 10; 25: 12; 27: 5; Ecclesiastes 7: 5; Matthew 7: 26–27; 18: 15–17; Luke 17: 3; Acts 2: 40; I Corinthians 5: 5; Galatians 6: 1–5; II Thessalonians 3: 6, 14–15; I Timothy 1: 20; Titus 1:13–14; James 1:22);
- 2) For the instruction in righteousness and good of other Christians, as an example to them (1 Cor. 5:11; 1 Tim. 5:20; Heb. 10:Proverbs 13: 20; Romans 15: 14; I Corinthians 5: 11; 15: 33; Colossians 3: 16; I Thessalonians 5: 14 [note this is written to the whole church, not just to leaders]; I Timothy 5: 20; Titus 1: 11; Hebrews 10: 24–25);
- 3) For the purity of the church as a whole (see I Corinthians 5: 6–7; II Corinthians 13: 10; Ephesians 5: 27; II John 10; Jude 24; Revelation 21: 2);
- 4) For the good of our corporate witness to non-Christians (Proverbs 28: 7; Matthew 5: 13–16; John 13: 35; Acts 5: 1–14; Ephesians 5: 11; I Timothy 3: 7; II Peter 2: 2; I John 3: 10); and
- 5) Supremely for the glory of God by reflecting His holy character (Deuteronomy 5: 11; I Kings 11: 2; II Chronicles 19: 2; Ezra 6: 21; Nehemiah 9: 2; Isaiah 52: 11; Ezekiel 36: 20; Matthew 5: 16; John 15: 8; 18: 17, 25; Romans 2:24; 15: 5–6; II Corinthians 6: 14–7: 1; Ephesians 1: 4; 5: 27; I Peter 2: 12).

E. In the case of public sin a confession should be made before the church in a specially called meeting, so that the church can freely extend forgiveness. Such public confession is especially necessary in the case of elders and deacons (1 Tim. 5:19-20; Gal. 2:11-14).

Section 6 Conditions and procedures for removal of members are as follows:

- A. By letter of transfer to another church of like faith and practice;
- B. For members in regular standing of the church, said letters to be granted at a regular church business meeting when the requests made by another church in writing.
- C. Upon the death of one of its members, that name shall be removed from the church roll.
- D. A member in regular standing who requests, in writing, to be released from his covenant obligations and membership to this church may be removed.
- E. The church may also terminate the membership of one should he become an offense to the church and its good name by reason of immoral or unchristian conduct or by persistent breach of the covenant vows, but only after due notice and hearing and after faithful efforts have been made to bring such a member to repentance and restitution.

- F. This will be done ordinarily, but not necessarily, at the recommendation of the elders. And then upon the vote of at least two-thirds of the members present at any regular or special meeting of the members. (Matthew 18:15-19)

Article VII

Church Officers, Duties, and Election

Section 1 The Biblical offices in the church are elders and deacons. In addition, our church recognizes the administrative positions under this constitution of trustees, clerk, and treasurer. All officers must be members of this church prior to assuming their responsibilities. The officers shall fulfill the duties connected with their offices and as instructed by the church:

A. Elders

- 1) The elders shall be comprised of a plurality, with preferably not less than three men who satisfy the qualifications for the office of elder set forth in I Timothy 3: 1–7 and Titus 1: 6–9.
- 2) Preferably, a majority of the active eldership shall be composed of church members not in the regular pay of the church, and no elder shall hold the office of deacon during his tenure.
- 3) Elders shall be subject to a triennial reaffirmation.
- 4) Subject to the will of the congregation, the elders shall oversee the ministry and resources of the church.
- 5) In keeping with the principles set forth in Acts 6: 1–6 and I Peter 5: 1–4, the elders shall devote their time to prayer, the ministry of the Word (by teaching and encouraging sound doctrine), and shepherding God’s flock.
- 6) The church shall recognize men gifted and willing to serve in this calling, in accordance with the constitutional provisions on elections.
- 7) These men shall be received as gifts of Christ to His church and set apart as elders. An elder's term of office may be terminated by resignation or by dismissal.
- 8) Any two members with reason to believe that an elder should be dismissed should express such concern to the elders and, if need be, to the congregation. Any such action shall be done in accordance with the instructions of our Lord in Matthew 18:15–17 and I Timothy 5:17–21.
- 9) Any of the elders may be dismissed by a two-thirds vote of the members at any members’ meeting of the church.
- 10) The elders shall take particular responsibility to examine and instruct prospective members, examine and recommend all prospective candidates for offices and positions, oversee the work of the deacons and appointed church agents and committees, conduct worship services, administer the ordinances of baptism and communion, equip the membership for the work of the ministry, encourage sound doctrine and practice, admonish and correct error, oversee the process of church

discipline, coordinate and promote the ministries of the church, and mobilize the church for world missions.

- 11) The elders are further to ensure that all who minister the Word to the congregation, including outside speakers, share our fundamental convictions.
- 12) The elders may establish ministry positions or committees to assist them in fulfilling their responsibilities.
- 13) The elders may also propose funding for new paid staff positions. The membership shall approve all candidates to fill the positions of teaching and associate pastor.
- 14) The scope and approval of job descriptions for any staff position shall reside in the hands of those with hiring authority for that position.
- 15) The elders shall have primary responsibility for the employment, supervision, and evaluation of staff members.
- 16) This responsibility may, on a case-by-case basis, be delegated to another staff member.
- 17) Each year the elders, after consultation with the deacons and the membership, shall present to the church an itemized budget.
- 18) This budget shall be presented for discussion at a specially-called budget meeting and called up for a vote at the following members' meeting.
- 19) No money shall be solicited by or on behalf of the church or any of its ministries without the approval of the elders.
- 20) The elders shall elect a chairman of elders' meetings and shall also elect one of their number to serve as moderator of members' meetings.
- 21) For purposes of compliance with the nonprofit corporation laws of PA, the elders shall elect one of their number to serve as the president of the corporation.

B. The Teaching Pastor

- 1) The teaching pastor shall be an elder.
- 2) He shall perform the duties of an elder described in Section 1, above, and shall be recognized by the church as particularly gifted and called to the full-time ministry of preaching and teaching.
- 3) His call shall not be subject to the triennial reaffirmation or to the term limitation set out in Article 3, Section 1, for elders.
- 4) He shall preach on Sunday, administer the ordinances of baptism and communion, and perform such other duties as usually pertain to that office, or as set forth in the constitution.
- 5) In the absence or incapacity of the teaching pastor the elders shall assume responsibility for his duties, any of which can be delegated.
- 6) The pastor shall have the option of attending the Southern Baptist Convention, State Convention, and State Evangelistic Conference. He shall go as a messenger of the church and at the expense of the church as finances permit. This will not be counted as vacation time.

- 7) The pastor has a responsibility for his personal and spiritual wellbeing, and shall be strongly encouraged to take off at least one day each week from routine church matters.
- 8) The benefits of the Pastors shall be outlined by the Elders and approved by the congregation.

C. Assistant Pastors

- 1) The church may call additional pastors, preferably from within the congregation, whose relationship to the teaching pastor is that of assistant.
- 2) An assistant pastor shall be an elder.
- 3) He shall perform the duties of an elder described in Section 1, above, and shall be recognized by the church as particularly gifted and called to the full-time ministry of preaching and teaching.
- 4) His call shall be subject to the triennial reaffirmation and term limitation set out in Article 3, section 1, for elders.
- 5) His call shall be defined as per Article 4, under Elections.
- 6) He shall assist the senior pastor and associate pastor(s) in the performance of their regular duties, and shall perform any other duties as usually pertain to the office of pastor.
- 7) The elders shall define the responsibilities of the assistant pastor(s).

D. Deacons

- 1) The office of deacon is described in I Timothy 3: 8–13 and Acts 6: 1–7.
- 2) The church shall recognize, in accordance with the constitutional provisions on elections, men who are giving of themselves in service to the church, and who possess particular gifts of service.
- 3) These members shall be received as gifts of Christ to His church and set apart as deacons.
- 4) They shall be elected to one term lasting for a maximum of three years and may only be elected to another term after one year.
- 5) Deacons shall care for the temporal needs of members, attend to the accommodations for public worship, and encourage and support those able to help others and those with gifts of administration.
- 6) The deacons shall receive, hold, and disburse a fund for benevolence, reporting on its use to the elders at their request, and reporting to the church its total receipts and total disbursements only.
- 7) The deacons, with the agreement of the elders, may establish unpaid administrative positions or committees of members to assist them in fulfilling their responsibilities in the church.

E. Clerk

- 1) It shall be the duty of the clerk to record the minutes of all regular and special

members' meetings of the church, to preserve an accurate roll of the membership, and to render reports as requested by the elders.

- 2) The clerk shall be nominated by the elders and elected by the congregation to serve a term of one year.
- 3) In the absence or incapacity of the clerk the elders shall appoint a member to perform the duties of the church clerk.
- 4) For purposes of compliance with the nonprofit corporation laws of the PA, the clerk shall serve as the secretary of the corporation.
- 5) The church clerk shall ensure that dated copies of the most recent revision of this constitution shall be available for all church members.

F. Treasurer

- 1) The treasurer, who shall not be an active elder, deacon, or paid church staff member, shall ensure that all funds and securities of the church are properly secured in such banks, financial institutions, or depositories as appropriate.
- 2) The treasurer shall also be responsible for presenting regular reports of the account balances, revenues and expenses of the church at each members' meeting. The responsibility may be delegated with the approval of the elders.
- 3) The treasurer shall also ensure that full and accurate accounts of receipts and disbursements are kept in books belonging to the church, and that adequate controls are implemented to guarantee that all funds belonging to the church are appropriately handled by any officer, employee, or agent of the church.
- 4) The treasurer shall render to the elders annually, or whenever they may require it, an account of all transactions as treasurer and of the financial condition of the church.
- 5) The treasurer shall be nominated by the elders and elected by the congregation to serve a term of one year.

G. The Trustees

- 1) The number of trustees shall be three or as many as the church may deem necessary, or as many as required by the laws of the Commonwealth of Pennsylvania.
- 2) The trustees shall be elected by the church upon recommendation of the elders.
- 3) They shall be elected to one term lasting for a maximum of three years and may only be elected to another term after one year.
- 4) The trustees shall, from among themselves, select their needed officers, and shall notify the elders of any decisions that they would like to make.
- 5) The trustees shall act as legal and corporate representatives of the church and shall have the legal responsibility for the church property, physical equipment, contracts, deeds, legal papers, insurance, etc.
- 6) If and when any of the trustees offices shall become vacant before the term is up, the elders shall, as soon as possible, recommend successors to be elected by the church to fill the un-expired terms.
- 7) The trustees shall hold meetings as their functions require.

H. Elections

1) Principles

- a.** The process for church elections shall be interpreted and carried out to fulfill the following principles:
- b.** Substantial prayer, both individually and corporately, should be an integral part of the election process;
- c.** Nominations should proceed with the support of the elders;
- d.** All candidates for church office should be treated with the grace, kindness, and honesty appropriate in evaluating fellow members;
- e.** The election process shall express that spirit of mutual trust, openness, and loving consideration that is appropriate within the body of our Lord Jesus Christ.

2) Selection of Officers

- a.** The election of officers shall be held at a members' meeting of the church.
- b.** Names of nominees to serve as elders, deacons, clerk, or treasurer shall be presented by the elders at the previous members' meeting (providing that previous meeting occurred at least eight weeks prior), and the election shall proceed as directed by the moderator.
- c.** The elders should seek recommendations and involvement from the general membership in the nomination process.
- d.** Any member with reason to believe that a nominated candidate is unqualified for an office should express such concern to the elders.
- e.** Members intending to speak in opposition to a candidate should express their objection to the elders as far in advance as possible before the relevant church members' meeting.
- f.** The moderator shall declare elected all men receiving a 75% majority of all votes cast for the office of elder. For all other offices, the moderator shall declare elected all persons receiving a simple majority of all votes cast; abstentions will not be considered as votes cast.
- g.** The persons elected shall assume their respective offices upon election, unless another date has been specifically designated.

3) Calling of the Teaching Pastor

- a.** In the calling of any man to this position, the same basic process of calling an elder must be followed.
- b.** In addition, however, the church must be given adequate opportunity to assess the preaching gifts of any potential teaching pastor and, before being asked to express its judgment, must receive assurance from the elders that, having interviewed the man concerned, they are in no doubt as to his wholehearted assent to the Statement of Faith and Church Covenant.

- c. Notice of the nomination of a man to be elected to membership and called as teaching pastor (which shall include, if necessary, election to membership of his wife if he is married) must be given at two Sunday morning services following the nomination, prior to the vote at a members' meeting.
- 4) Calling of Assistant Pastor
- a. The calling of any man to the position of assistant pastor requires that that man have been recognized and called by the congregation to the office of elder, according to the process described in Article 6, Section 2.
 - b. Such a man may then be called by the elders to serve as assistant pastor with defined duties for a fixed period of time specified by the elders in the terms of his call.

Article VIII

Meetings

Section 1 Public Worship

Worship services shall be held each Lord's Day, and may be held throughout the week as the church determines.

Section 2 The Lord's Supper

The Lord's Supper shall be observed at least once a month or as the Elders determine and at other times as requested by the church. The elders shall oversee this matter.

Section 3 Members' Meetings

- A. In every meeting together, members shall act in that spirit of mutual trust, openness, and loving consideration which is appropriate within the body of our Lord Jesus Christ.
- B. There shall be a regular members' meeting at least once a quarter, at some time apart from a public worship service agreed upon by the membership.
- C. An elder designated by the elders shall preside as moderator at all members' meetings of the church.
- D. The elders shall see that the stated meetings of the church are regularly held and that required reports are submitted to the church by the responsible members.
- E. Provided all constitutional provisions for notification have been met, a quorum shall be understood to be met by those members present.
- F. All votes shall be tallied based on the number of votes cast by members present.
- G. A budget shall be approved by the membership at a members' meeting not more than three months after the start of the fiscal year.
- H. Prior to this approval and subject to the elders' discretion, expenditures may continue at the prior year's level.
- I. At any regular or special members' meeting, officers may be elected and positions filled as needed, so long as all relevant constitutional requirements have been met.
- J. Special members' meetings may be called as required by the elders, or at the written request, submitted to the elders, of twenty percent of the voting membership.

- K.** The date, time, and purpose of any special meeting shall be announced at all public services of the church within two weeks preceding the meeting.
- L.** In the event of a written request from the members, the elders shall call a special meeting to be held within one month of their receipt of the request.

Article IX
Church Finance

Section 1 The church shall be supported by the offerings.

Section 2 The church shall elect a counting committee. At least two members of this committee not of the same family shall count monies following the Sunday Services of the church.

Section 3 The church shall insure all funds. The church treasurer and/or teller shall be bonded.

Section 4 The church treasurer shall make a written financial report to the church at each members' meeting.

Article X
The Church Year

Section 1 The organizational year shall begin September 1 and end August 31.

Section 2 The fiscal year shall begin January 1 and End on December 31.

Article XI
Parliamentary Procedures

In all matters of business, the deliberations will be governed by the Parliamentary rules as set forth in Robert's Rules of Order (revised), unless otherwise specified within this constitution.

Article XII
Amendments

This constitution may be amended by the affirmative vote of two thirds of the members present and voting at a special or regular business meeting of the church provided that the amendment shall have been offered in writing at least one month previously.