

**CONSTITUTION OF
THISTLETOWN BAPTIST CHURCH**

ARTICLE I

NAME

The name of this Church is Thistle-town Baptist Church

ARTICLE II

PURPOSE

Matthew 28:19,20

The purpose of this Church is to worship and glorify God in all we say and do, as a body of Christians, and in particular, by making disciples of Jesus Christ from all nations, beginning in Rexdale and reaching Ontario, Canada and the ends of the earth; baptizing them and teaching them to obey Jesus Christ, and to love and care for each other.

Acts 1:8

John 15:12

John 13:35

This Church is a not-for-profit body which excludes any purpose of monetary gain for its members. Any profits or other accretions to the Church shall be used solely to promote its purpose and objectives.

ARTICLE III

CHURCH COVENANT

The following Covenant is to be read annually at a service by all members present:

Realizing my guilt before God, I have confessed my sin to Him and received the Lord Jesus Christ as my personal Saviour and Lord; and having been baptized in obedience to our Lord's command, I joyfully and solemnly join in covenant with Thistle-town Baptist Church, on whom the call of God rests to witness to His grace and truth.

1 Peter 3:15

As I acknowledge Jesus Christ as Saviour, with His help I will seek to bring every phase of my life under His Lordship, promising to give Him priority in all the affairs of my life and that of the Church. I will seek first the Kingdom of God and His righteousness.

Matthew 6:33

Ephesians 6:18

Ephesians 4:3

In respect to Fellowship, I recognize my responsibility - to keep the unity of the Spirit in the bond of peace for the sake of the testimony of Jesus Christ,

1 John 3:17

James 1:19

2 Corinthians 5:18-20

Matthew 7:3-5

Matthew 5:24

- to love my brothers and sisters,
- to watch over and pray for each other,
- to aid in sickness and distress,
- to be slow to take offence and slow to anger,
- to make reconciliation an everyday priority,
- to be concerned and accountable to one another,
- to avoid backbiting and jealousy.

In respect to Ministry, I recognize the function of this Church is

Ephesians 4:11-13

2 Thessalonians 3:1,2

1 Peter 4:11

- to glorify God in adoration and sacrificial service,
- to exercise my God-given gifts to serve and edify for the common good,
- to pray regularly for the work and the workers of this Church,
- to be missionaries of the Gospel of Jesus Christ in the world.

In respect to Stewardship, I accept the responsibility to make God the total owner of my life, time, and resources. Since He is a lavish giver, I, too, shall be lavish and cheerful in regular giving

2 Corinthians 9:7-9

1 Corinthians 16:2

- to the financial support of the ministry of this Church,
- to relieve the poor,
- to spread the gospel at home and abroad.

Deuteronomy 6:6,7

Galatians 3:28

Romans 12:1,2

1 John 2:15

1 Corinthians 3:16,17

Matthew 5:16

- In respect to my Personal Life, I recognize my responsibility
- to teach, model and disciple my family in a godly relationship,
- to be Christ-led in every relationship with my fellow man regardless of race, colour, creed or sex,
- to be separate from the world regarding what I seek, what I admire, what I do, and what I say,
- to demonstrate to my neighbours the presence of God in my life,
- to live morally clean, knowing that my body is the residence of the Holy Spirit.

Acts 9:31

Also, I pray that it might be said of this fellowship as it was said of the early church: “it was strengthened; and encouraged by the Holy Spirit, it grew in numbers, living in the fear of the Lord.”

ARTICLE IV STATEMENT OF FAITH

1. Scriptures

2 Peter 1:21
2 Timothy 3:16,17

We believe that the Holy Bible was written by men divinely inspired, and is a perfect treasure of heavenly instructions, that it has God for its Author, salvation for its end, and truth without any mixture of error for its matter, that it reveals the principles by which God will judge us, and therefore is, and shall remain to the end of the world, the true centre of Christian union, and the supreme standard by which all human conduct, creeds, and opinions should be tried.

2. God

Mark 12:29,30
Revelation 5:12,13
Matthew 28:19

We believe the Scriptures teach that there is one, and only one, living and true God, an infinite, intelligent Spirit, the Creator and Supreme Ruler of heaven and earth, and worthy of all possible honour, confidence, and love, that in the Godhead there are three persons, the Father, the Son, and the Holy Spirit, equal in every divine perfection.

3. Jesus Christ

Colossians 2:9
1 Corinthians 15:4
1 Timothy 2:5,6

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. We believe that He became a real human being, with a real human nature, with all its essential properties and common infirmities, yet without sin. Jesus Christ is fully God and fully man. He has a divine nature and a human nature, yet He is one person.

4. Holy Spirit

Galatians 5:22-25
John 16:8
John 14:16

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 and equips for service those who believe in Jesus Christ.

5. Man

Genesis 1:27
Romans 3:23
Romans 6:23

We believe the Scriptures teach that man was created in holiness, under the law of his Maker, but by voluntary transgression fell from that holy and happy state, in consequence of which all mankind are now sinners, not by constraint but choice, positively inclined to evil, and therefore under just condemnation.

6. Salvation

Ephesians 1:4,5
Ephesians 2:8,9
2 Corinthians 5:15
Philippians 1:6

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.

7. Local Church

Acts 2:41-47
1 Corinthians 12:4-11

We believe the Scriptures teach that a visible Church of Christ is a body of immersed believers, associated by covenant in faith and the fellowship of the gospel, observing the ordinances of Christ, governed by His laws, and exercising the gifts, rights, and privileges invested in them by His Word.

8. Ordinances

A. Immersion Baptism

Romans 6:3,4
Acts 8:36-38

We believe the Scriptures teach that Christian baptism is the immersion in water of believers in Christ, into the name of the Father, Son, and Holy Ghost, to proclaim their faith in the crucified, buried, risen and soon-returning Saviour.

B. Lord's Supper

1 Corinthians 11:23-34

We believe the Scriptures teach that the Lord's Supper is a provision of bread and the fruit of the vine, representing Christ's body and blood, celebrated by believers in commemoration of the death of their Lord, showing their faith and participation in the merits of His sacrifice, and their dependence on Him for spiritual life and nourishment.

9. Future Things

1 Thessalonians 4:13-18

We believe in the personal, bodily and glorious return of the Lord Jesus Christ; in the resurrection of the just and unjust; in the eternal blessedness of the redeemed and in the judgment and conscious, eternal punishment of all who do not believe in and obey Jesus Christ.

Revelation 20:11-15

2 Thessalonians 1:7-9

10. Church and State

Matthew 22:21

We believe in the entire separation of church and state.

11. Religious Liberty

Acts 17:16-34

We believe in religious liberty.

12. The Lord's Day

Revelation 1:10

John 20:1,2

Acts 20:7

We believe that the first day of the week is the Lord's Day and that it is the divinely appointed day for worship, spiritual exercise and fellowship with the body of Christ.

13. Civil Government

Romans 13:1-4

1 Timothy 2:1,2

Acts 4:18-20

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 honoured 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.

ARTICLE V

MEMBERSHIP

1. Qualifications

Membership is voluntary and is applied for in writing. All members must be born again, baptized, and must

understand and agree to the Statement of Faith, Covenant and Purpose of this Church and submit to the authority and procedures of the Church as expressed in the Church Constitution herein.

2. Duties

The main duty of the membership toward the government of the Church is to support the Church in the manner established in Scripture. This includes:

Malachi 3:10

[a] The giving of tithes and offerings for the support of Pastor[s] and the ministry of the Church; the only source of revenue and material assets to be voluntary tithes, offerings and gifts of its members and others led to contribute to the work.

[b] The nomination and election of Pastor[s], Elders and Deacons, where Trustees, Deacon Assistants, Church Treasurer and Church Clerk are specialised scriptural Deacons.

[c] The final human authority on the teaching and actions of this Church.

[d] Keeping the Church Office informed, either directly or through the agency of another person of (1) any planned absence of more than four weeks, (2) any change in address information, and (3) any serious illness or hospitalisation”

3. Procedure

A. Baptism

The believer shall be baptized by immersion by the Pastor or Elder or Deacon of this Church when he/she:

- i] has demonstrated evidence of a conversion experience
- ii] has decided personally to take this step of obedience;
- iii] has attended Baptism Classes taught by a Pastor/Elder/Deacon;
- iv] has been interviewed by Elders or Deacons of the Church.

v] After his/her recommendation and testimony to the Church at a Regular Church Business meeting, or just

prior to a Communion Service, the Church will then vote on acceptance of the candidate for membership

B. Letter of Transfer

A person shall be accepted as a member after the receipt of a letter of transfer from a like-minded church, interview and recommendation by Elders and Deacons, and approval by the Church membership.

C. Presentation of New Members

Presentation to the congregation may be celebrated prior to a Communion Service.

4. Transfer

2 Corinthians 3:1,2
Acts 9:26-28

[a] All members in good standing shall be eligible for letters of transfer to other evangelical Baptist churches. Letters of transfer shall be forwarded to the church and not given to the member being commended.

[b] Should a member desire to unite with other than an evangelical Baptist church, a letter stating their standing to date will be granted and the membership terminated.

The congregation will be notified of either of the above actions as soon as possible.

5. Associate Membership

Hebrews 10:25

[a] Members who show lack of interest in the Lord's work at Thistleton Baptist Church shall be visited, assisted and prayed for by the Pastor[s], Elders, Deacons or Deacon Assistants, for the purpose of building commitment. This lack of interest may be shown by absenting themselves from the regular services of the Church or from the Communion of the Lord's Supper or from Church Business Meetings for a significant period without sufficient cause. Therefore, should this lack of interest continue to a total period of one [1] year, then they shall cease to remain as an Active Member, will be removed from the Active Membership Roll and placed on the Associate Membership Roll.

[b] People who move away and do not attend the Church for a period of six [6] months shall be placed on the Associate Membership Roll.

[c] At their request, following discussion of the reasons if required, Members shall be moved to the Associate Member list if they expect to be away for a long period. They shall be removed from membership altogether if and when they transfer their membership to another church.

[d] Associate Members who do not support the Church or have not expressed an interest in continuing to be on the Associate Membership Roll shall be written after the first year to see whether they are interested in continuing to be an Associate Member.

[e] Associate Members are not eligible to vote at any Business Meeting.

6. Misconduct/Discipline

A. The Necessity of Church Discipline

1 Thessalonians 5:14

2 Thessalonians 3:6-15

Titus 3:10

1 Timothy 5:20

Many passages in Scripture call for discipline of erring church members leading to the inevitable conclusion that it is as much a function of the local church as practising "the pure doctrine of the gospel" and "the administration of the ordinances instituted by Christ". Discipline is therefore not optional but mandatory.

B. The Purpose of Church Discipline

The New Testament indicates that there is a threefold purpose for church discipline:

Matthew 18:15

2 Corinthians 2:5-8

1 Corinthians 5:6,7

1 Timothy 5:20

i] to restore and reconcile the sinner,

ii] to maintain church purity, and,

iii] to serve as a deterrent from sin.

C. The Reason for Church Discipline

Matthew 18:15-20

1 Timothy 5:20

Galatians 6:1

1 Thessalonians 5:14

2 Thessalonians 3:6-15

Titus 3:10

1 Corinthians 5:1-13

Specific or continued tendency to sin that bring both disrepute and shame to the individual, the Church and the ministry of the gospel, are grounds for which the Church must exercise discipline.

Such cause[s] may be of a general or more specific nature and may include:

i] evidence of unethical or immoral conduct or behaviour that in the opinion of the Church Board

is unbecoming of a Christian contrary to Biblical principles;

ii] conduct, in the opinion of the Church Board, evidencing an unwillingness to either comply with, adhere to or submit to the authority or procedures set out in the Church Constitution herein or,

iii] wronging another member and not resolving such wrong through the mechanism for dispute resolution set out below.

D. The Method of Church Discipline

The Elders [Board] shall be responsible for implementing the following procedure in the area of church discipline:

Matthew 18:15 Galatians 6:1 Step 1 - Private corrective meeting with two [2] or more Board members.

Matthew 18:16 Titus 3:10 Step 2 - Group corrective meeting with the Church Board.

Matthew 18:17 Step 3 - Closed corrective meeting of Church members only.

Matthew 18:12,13,17 Step 4 - Public corrective exclusion. Such action would result in termination of Church membership which could include prevention of access to Church property. Such decisions would be arrived at at a closed meeting as specified under Article VI, section 5, of the Constitution.

2 Thessalonians 3:6
1 Corinthians 5:3,5,7,13

E. Waiver

Notwithstanding anything else contained herein, membership in this Church is given upon the strict condition that disciplinary proceedings or any other proceedings arising out of the Church Constitution shall not give a member cause for any legal action against either the Church, the Pastor[s], any Church Board member, any staff member or any member of the Church, and the acceptance of membership in the Church shall constitute conclusive and absolute evidence of a waiver by the member of all rights of action, causes of action and all claims and demands against the Church, Pastor[s], any Church Board

member, any staff member or any member of the Church in relation to disciplinary proceedings or any proceedings arising out of the Church Constitution and this provision may be pleaded as a complete estoppel in the event that such action is commenced in violation hereof.

7. Voting Privileges

Each member in good standing, sixteen [16] years of age and over, has the right to a single vote when present at Business Meetings of members of the Church.

ARTICLE VI BUSINESS MEETINGS

They must be announced from the pulpit on the Sunday prior to the meeting. Meetings which include an election must receive two [2] Sundays' notice.

1. Regular Business Meetings

As the church fiscal year runs from 1 June through 31 May, the Annual Meeting will be held in June. Two other regular meetings will be held during the year, usually in October and January.

A. Regular Meetings

These meetings shall be held to:

i] review the progress in the ministry and mission of the Church since the previous regular meeting;

ii] outline planned program adjustments and new initiatives;

iii] elect officers if required; this must be noted before the meeting is announced;

iv] present a financial report;

v] transact other business as required.

B. Annual Meeting

This meeting shall be held annually to:

i] review the past year's progress in the ministry and mission of the Church;

ii] outline the next year's plans and initiatives;

- iii] present a financial report for the past year and approve the budget for the following year;
- iv] elect officers as required. [Elders, Deacons/ Trustees, Deacon Assistants, Church Treasurer and Church Clerk];
- v] transact other business as required.

2. Special Business Meetings

Other meetings may be called from time to time by the Pastor[s], the Board, or by any five [5] members of the Church.

3. Election

[a] Elections by the membership of Pastor[s], Elders and Deacons (including Trustees, Deacon Assistants, Church Treasurer and Church Clerk) shall take place at either regular or special meetings which shall be duly called.

[b] The term of service for all officers, excluding Pastor[s] shall be two [2] years. An attempt should be made to elect one-half of the Elders/Deacons/ Trustees/Deacon Assistants each year to avoid a complete turnover of the Board in any given year.

[c] The nomination process, which shall be overseen by the Board, provides each eligible voting member with one [1] "write-in" ballot (having places to nominate each type of officer for which there is a vacancy) at least three [3] weeks prior to the regular Business Meeting where an election of officers is planned. Any candidates receiving thirty-five percent [35%] or more nominations from among those ballots returned before the listed date shall be considered nominated by the membership for the election.

Candidates receiving between 25% and 35% of the above -mentioned nominations, may, at the Elders' recommendation to the congregation, be considered nominated. In cases where a candidate is nominated, as above, the Elders may recommend to the congregation for which office the candidate shall be deemed nominated, in cases where the candidate received their Ballot nominations for more than one office.

In addition, the Elders may recommend to the congregation for nomination to any office any eligible member(s) whom they deem fit to hold such office(s). Persons recommended in this way would be considered nominated.

All persons who are nominated, and who agree to let their name stand shall be eligible to be included on the ballot for the vote at the duly called Business Meeting [usually the Annual Meeting].

[d] Candidates duly nominated shall be elected by the membership at said Business Meeting. Each candidate must receive eighty percent [80%] of the votes cast to be elected to the position. These elections are NOT to choose from among candidates, but rather to prayerfully choose those God has chosen. Members should vote for each candidate they feel is qualified for and should serve in the position. For all such elections using ballot voting, votes and/or ballots cast shall be those accepted by the duly nominated scrutineers and will not include any spoiled ballots.

[e] Upon a motion from the floor, the scrutineers will destroy all ballots.

4. Quorum

At a Business Meeting involving the calling or dismissal of a Pastor, fifty percent [50%] of the eligible voting members constitute a quorum. At a Business Meeting involving amendment of this Constitution, thirty-three percent [33%] of the eligible voting members constitutes a quorum, while for other Business Meetings where voting is expected twenty-five percent [25%] of eligible voting members shall constitute a quorum. The quorum for information reporting Business Meetings shall be fifteen percent [15%] of eligible voting members.

5. Closed Meetings

Under circumstances where dismissal of an officer or church discipline are to be considered, the meeting shall have only that purpose and will be closed to all persons who are not eligible voting members.

ARTICLE VII GOVERNMENT

1. Congregation

Ephesians 4:11-13,16 The government of this congregation and the administration of its affairs shall be by the members of the congregation and such officers as it may direct. The elected officers are Elders and Deacons (including Trustees, Deacon Assistants, the Church Treasurer and Church Clerk), and any other officer as the Church membership may deem necessary. They must be members in good standing of the Church.

In the case of a Pastor or other employee being “called”, he/she must agree to become a member of the Church on his/her acceptance by the membership, and be subject to the same authority and discipline as that which is imposed on all members of the Church as stipulated in the Church Constitution herein.

All officers and workers of the Church are elected by the membership or appointed under the authority of the Board and are answerable to the membership.

2. The Pastor

Pastor is a term used to differentiate a full-time remunerated Elder, who has significantly more time to devote to these duties than do other Elders.

A. Qualifications

The Pastor must be qualified according to the standards established in Scripture:

Matthew 20:25-27

1 Timothy 3:2

Luke 15:4

1 Peter 5:2,3

1 Peter 5:2,3

Humble servant,

Able to teach,

Love, care and pray for the flock,

Shepherd by example,

Serve with love.

B. Duties

i] To oversee the spiritual needs of the Church.

ii] To shepherd the flock by giving direction, guidance and support.

Ephesians 4:12

iii] To equip the saints for the work of the ministry.

iv] To sit automatically as an ex-officio member of any duly authorized Church Committee.

v] To work together with the Church Board seeking unity in decision and work.

vi] To pray for the Church on a regular basis.

vii] To lead, by example, together with the Church Board, the saints along the path of spiritual development.

C. His Calling

When the position of a Pastor becomes vacant, or when the Elders/Deacons, with the approval of the membership, wish to call an additional Pastor, the Elders/Deacons shall:

i] encourage and foster earnest prayer by the membership,

ii] arrange for pulpit supplies,

iii] develop [for congregational approval] a plan for calling the Pastor, including, as required, any statements of Church ministry focus, strategies and goals which shall be used to determine the suitability of any candidates.

- iv] nominate a Search Committee for congregational confirmation which functions to:
- [a] develop a statement of qualifications [SOQ] for the Pastor based on Scripture and on the needs identified under [iii] above. This SOQ shall put a major emphasis on personal suitability with respect to the leadership of people while following Jesus Christ faithfully [including ability to communicate, to delegate tasks, to build people up, and to work together with other Elders, etc.].
 - [b] seek out through all available sources good pastoral candidates and examine their background and experience against the statement of qualifications.
 - [c] give the Church membership an opportunity to hear and interact with a number of candidates who are considered worthy of further consideration after an interview involving role playing simulations [and any other means of assessing personal suitability in terms of actions], and who agree to consider carefully the call of the Church, should that come.
 - [d] carefully and prayerfully evaluate the candidates and the Church's response to them.
 - [e] keep the lines of communication open between the Board and the membership.
 - [f] The Church Board and Search Committee Chairman will meet together with the prospective candidate before presentation of the candidate to the Church.
 - [g] Recommend only one candidate [at a time] to the Church membership.
The Board shall call a Special Meeting for the election of a Pastor. At least fifty percent [50%] of the eligible voting members shall be present, and at least eighty percent [80%] of those present shall support a candidate to elect him.
 - [h] His calling shall be on a probationary basis for a period of two [2] years, to be reviewed by the Church Board on a six [6] month basis. At the end of the probationary period, the Church membership will vote on the confirmation of his calling, subject to the provisions specified under item D, Dismissal of a Pastor.

D. Dismissal of a Pastor

At least fifty percent [50%] of the eligible voting members shall be present at a Special Meeting called for this purpose and at least sixty-six percent [66%] of those present shall approve the dismissal. In the case where more than thirty-three percent [33%] of those present approve the dismissal, the Pastor in question must seriously consider the possible future of his ministry in the Church with a view to possible resignation.

3. Church Board

A. General

i] The Board oversees the pursuit of the Church's mission and brings major decisions to the Church body for ratification. It is understood that the Board may form any number of sub-committees to develop detailed plans for approval of the whole body. All ministries and committees shall be accountable to the congregation through the Board, which includes annual review and ratification of ministry positions. This means that each ministry and committee will have a Board member for liaison with the Board. This Board Liaison person will serve to bring concerns of their ministry leaders to the Board, and bring concerns of the Board to their ministry leaders. Finally, any business arising from committees or ministries shall be brought to the full Board for ratification.

ii] The Board shall be comprised of scriptural Elders and Deacons and any other duly authorized or appointed persons. In this context, it should be noted that the Trustees, Deacon Assistants, Church Treasurer and Church Clerk are considered to be scriptural Deacons.

The Pastor[s] shall not be [a] member[s] of the Board, but shall receive notification, and copies of the minutes of all meetings. The Board chair may invite the Pastor[s] to participate in any or all meetings to provide spiritual direction and to provide the Board with information relevant to its deliberations; such information, which is only available to full time staff, is required by the Board to do its work efficiently and effectively. The same

conditions shall apply to any officer who receives monetary remuneration from the Church. Such non-members of the Board do not have voting privileges, and they shall be excluded from detailed funding deliberations. However, these persons may, as decided by the Church Board, serve in a ministry liaison to the Board, for non-financial matters.

iii] The Church Board shall elect its own chairman, secretary, etc. It will also appoint all other non-elected committees and positions in the Church.

iv] All elected Church officers, excluding Pastor[s], shall have been active voting members of the Church for at least one [1] year prior to the election and shall meet all spiritual standards established in Scripture:

1 Timothy 3:1-7, Titus 1:5-9 for **Pastors/Elders**

Acts 6:3, 1 Timothy 3:8-13 for **All Other Officers**

v] Where it is deemed desirable, the Elders and Deacons may hold separate meetings. Business arising from these meetings shall be brought to the full Board for ratification.

vi] The size of the Board shall be related to the number of active members. There shall always be a minimum of two Elders, two Deacons, and two Deacon Assistants, three Trustees and a Treasurer, making for a minimum total of ten officers. When the number of active members exceeds one hundred and twenty [120], Elders, Deacons and Deacon Assistants should be added to handle the workload. The exact numbers to be proposed will be determined by the Board each year before nominations are called for electing officers at the Annual Meeting.

B. Elders' Duties

i] The Elders and Pastor[s] shall work together as a team to oversee the spiritual needs of the congregation and the community served by the Church.

ii] To teach by word and example "so that the body of Christ may be built up to reach unity of faith, knowledge of the Son of God, and become mature".

C. Scriptural Deacons

[a] Deacons' Duties

i] To assist the Elders and Pastor[s] in the spiritual, practical and social needs of the congregation.

ii] They may serve in the capacity of Trustees.

[b] Deacon Assistants' Duties

i] To assist the Elders and Pastor[s] in the spiritual, practical and social needs of women in the congregation and in the community served by the Church.

ii] At least one of the Deacon Assistants should normally be available during the daytime on weekdays.

[c] Trustees' Duties

i] Jointly must sign all legal documents on behalf of the Church as the membership may direct. They have no power to sell, mortgage, lease, or transfer any property without specific vote of the Church membership authorizing such action.

ii] Deposit all legal and valuable documents in a safe place for the Church.

iii] They will initiate and oversee repairs and maintenance to the buildings and grounds.

[d] Church Treasurer Duties

i] To properly maintain the required financial books of the Church.

ii] To present monthly statements to the Board, quarterly and annual financial statements to the membership.

iii] To have the financial records of the Church audited on an annual basis.

iv] To serve as a mentor to a treasurer intern.

[e] Church Clerk Duties

i] To maintain the Minutes of all Business Meetings.

ii] To keep the Church roll up to date.

iii] To carry out routine correspondence relating to membership and Church Business Meetings.

Footnote: Trustees, Church Treasurer or Church Clerk may

be male or female. Deacon Assistants shall be female.

ARTICLE VIII **AMENDMENTS**

Alterations of our amendments to these by-laws may be made by a sixty-six percent [66%] vote of the members at a duly called meeting. The members shall be advised in writing by the Church Secretary of the proposed amendments at least two [2] weeks prior to discussion by the Church body. Thirty-three percent [33%] of the voting membership shall constitute a quorum for this meeting. Upon acceptance of any or all amendments, each member shall receive a revised page or pages of the Constitution in order to keep their copy up to date.

ARTICLE IX **DISSOLUTION**

Should it become necessary for this Church to disband, the remaining assets, after settlement of all liabilities, shall be transferred to one or more non-profit charitable organizations whose purpose and objectives and Statement of Faith are similar to those of this Church as stipulated in Articles II and IV of the Church Constitution herein.