

# **Calvary Gospel Church**

**Constitution**

**And**

**Bylaws**

## Revision History

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# Constitution

## Article I: Name

This church is incorporated as the Calvary Gospel Church of Wayne Township, New Jersey. Calvary Gospel Church is organized as a church exclusively for charitable, religious and educational purposes within the meaning of Section 501 ( c )(3) of the Internal Revenue Code of 1986.

## Article II: Purpose

The Calvary Gospel Church has been organized to teach, preach, and live out the Word of God, to strengthen the family of believers, and to lead unbelievers to Christ according to the Scriptures. [Matthew 28:16-20, Acts 2:42, James 1:22]

## Article III: Doctrinal Statement

### Section A The Trinity

We believe that God eternally exists and manifests Himself to us in three persons, the Father, the Son, and the Holy Spirit. [Luke 3:21-22, 1 Peter 1:2, 2 Corinthians 13:14, Deuteronomy 6:4]

### Section B God

We believe in one God, Creator of heaven and earth. He is eternal, almighty, infallible, and unchangeable, infinitely wise, just, and holy. [Luke 3:21-22, 1 Peter 1:2, 2 Corinthians 13:14, Deuteronomy 6:4]

### Section C Jesus Christ

We believe in Jesus Christ, the only begotten (one, unique, not created) Son of God, the eternal Word, revealed in the flesh. He was conceived by the Holy Spirit and born of the Virgin Mary, and He is fully God and fully man. Christ paid the penalty for man's sin by His atoning, substitutionary and redeeming death on the cross. We believe in His bodily resurrection, His ascension, and His imminent return. [John 1:1, John 1:14, 1 Timothy 3:16, Luke 1:35, Colossians 2:9, 1 Peter 1:18-19, Hebrews 13:8]

### Section D Holy Spirit

We believe that the Holy Spirit is a divine person. He convicts the world of sin, righteousness, and judgement. He is the agent of the new birth, baptizing (placing) all true believers into the body of Christ. He indwells and sanctifies them, sealing and thus securing them unto the day of redemption. He guides, teaches, and helps believers, and it is the privilege and duty of all the saved to be filled with the Spirit. [John 14:16-17, John 14:26, John 16:7-11, John 3:5, 1 Corinthians 12:13, Romans 8:9, Ephesians 4:30, Ephesians 5:18]

## Section E The Bible

We believe the Scriptures of the Old and New Testaments are verbally inspired of God. They are not man's own translation or interpretation. They are without error in the original writings and they are the supreme and final authority in faith and life. [2 Timothy 3:15-17, 2 Peter 1:20-21]

## Section F Creation

We believe that God created the heavens and the earth, including all life, each after its own kind, by direct act and not by any process of evolution. [Genesis 1, Genesis 2, John 1:3, Colossians 1:16-17]

## Section G Man

We believe that mankind was created perfectly and in the image of God. Because of Adam's sin, man fell from grace. This fallen condition was passed on to all of his descendants. Therefore, all mankind is guilty and lost. We are all absolutely incapable of saving ourselves by our own works, being dead in trespasses and sin. [Genesis 2, Genesis 3, Romans 3:23, Ephesians 2:8-9]

## Section H Salvation and Eternal Security

We believe that mankind is saved by God's grace through faith in Christ alone. All true believers, once saved, are sealed and kept secure in Christ forever. Salvation cannot be attained by baptism, the Lord's supper, nor by any other ceremony. We reject the teaching that a saved person can lose his salvation. [Ephesians 2:8-9, Romans 3:23-24, Romans 5, Romans 6:23, Romans 8:35-39, Ephesians 4:30, John 3:3, John 3:7, John 3:16, John 10:28, Acts 4:12, 1 John 5:11-13]

## Section I The Future

We believe in Christ's personal and imminent return for His redeemed ones at the Rapture. After the tribulation, He will return to the earth in His Second Coming in glory. He will then judge the rebellious and establish His millennial reign. We believe in the bodily resurrection of all men, the saved to eternal life, and the lost to judgment and everlasting punishment. [1 Corinthians 15:22-24, 1 Corinthians 15:44, John 5:28-29, Matthew 25:46, Isaiah 33:14, Revelation 1:7]

## Section J The Ordinance of Communion

We believe that Jesus Christ instituted the Lord's Supper to commemorate His death until He comes again. The elements used in the ceremony are symbolic of Christ's body and blood and point to His sacrifice for our sins on the cross. In no way does participation bestow grace or have the power to justify from sin. All believers are encouraged to participate regardless of membership status. [Matthew 26:26-30, Luke 22:19-20, 1 Corinthians 11:23-32]

## Section K The Ordinance of Baptism

We believe that Christ committed to the church the ordinance of baptism which represents our public declaration of our faith. Christian baptism is the immersion in water of a believer, thus symbolizing his union with Christ in His death, burial and resurrection. All believers are

encouraged to follow the Lord Jesus in baptism. We believe there is no scriptural foundation regarding the baptism of infants for the taking away of original sin. Like the ordinance of Communion, participation does not bestow grace or have the power to justify from sin. [Matthew 28:19, Acts 8:26-39, Acts 16:30-34, Acts 18:8]

## Section L The Church

We believe that the Universal Church of Jesus Christ is composed solely of those who have been born again by faith in Christ. [Matthew 16:18, Acts 2:47, 1 Corinthians 6:19-20, Ephesians 5:30, Ephesians 5:32, Colossians 1:18, Colossians 1:24]

We believe that the local church is a congregation of born-again believers. Its authority is based upon the Word of God. It has the absolute right of self-government free from the interference of any hierarchy of individuals or organizations. The church should remain separate from any group not in harmony with the Word of God. [Acts 8:1, Revelation 2:1, Revelation 2:8, Revelation 2:12, Revelation 2:18, Revelation 3:1, Revelation 3:7, Revelation 3:14, 2 Corinthians 6:14-17, 1 Corinthians 6:19-20]

The function of the church is to represent the Lord to the world. This includes preaching the word of God, serving the needs of the poor, evangelism, discipleship, and observing the ordinances of Christ. These ordinances are baptism and the Lord's Supper. [Acts 2:42, Ephesians 4:11-12]

## Section M Angels and Demons

We believe that angels are created beings. They exist in two categories: angels of God and fallen angels. The angels of God are supernatural beings, serving God both in heaven and on earth. The fallen angels are supernatural beings who sinned and fell. They serve Satan in opposition to God. They are usually called demons. Satan is the ruler of the fallen angels. He is the god of this age, and the adversary of Christ and His church. Satan's destiny is eternal punishment in the lake of fire, along with all the other fallen angels. [2 Corinthians 4:4, John 8:44, Ephesians 2:2, 1 Thessalonians 2:18, Revelation 20, Genesis 3:14-15, Isaiah 14, Ezekiel 28]

## Section N **Spiritual Gifts**

We believe that the Holy Spirit gives gifts to the church for the perfecting of the body of Christ. We also believe that God still heals and speaks to people in various ways. Though we believe God can do anything through anyone He chooses, due to the completion of Scripture, the gifts of sign-miracles given to individuals have ceased. [1 Corinthians 12:28, 1 Corinthians 12:31, 1 Corinthians 13:8-11, 1 Corinthians 14:1-9, 1 Corinthians 14:18-22, Ephesians 4:11-16, Philippians 2:25-30, 2 Timothy 4:20]

## Section O Sex, Marriage, and Gender

We believe in the sanctity of life-long marriage as ordained by God in the scriptures. We also believe that marriage is exclusively the union of one genetic male and one genetic female. [Genesis 2:18-24, Matthew 19:6]

We believe strongly that a biblically based relationship in a biblically defined marriage is symbolic of our relationship to Jesus Christ as believers. Any deviation from God's order and definitions defiles that relationship and is, therefore, great sin. [Isaiah 61:10, Isaiah 62:5, Matthew 9:15, Matthew 25:5-6, John 3:29, Revelation 18:23, Revelation 21:2, Revelation 21:9, Revelation 22:17]

We believe that due to man's sin, God has allowed for divorce under certain very limited conditions. The first is the refusal of an unbeliever to remain married to a believer. The second is when a spouse commits adultery. [1 Corinthians 7:15, Matthew 5:32]

We believe that sexual relations of any kind outside of the bond of marriage between a husband and wife is sin. [Romans 1:26-28, Hebrews 13:4, 1 Thessalonians 4:7, 1 Corinthians 6:9]

We believe that God created humanity as male and female. As God intentionally created humanity with gender distinction, rejection of one's biological sex is a rejection of God's prerogative and purpose as Creator and is therefore sin. We reject the belief that one can be born gay. We recognize that all are sinners and are prone to rebel against God and His order. [Genesis 1:26-27]

## Bylaws

### Article IV: Statement of Practice

#### Section A Responsibility to God

Our responsibility as a church and as believers is to worship, love, serve, obey, and glorify our Lord and Savior Jesus Christ. [Exodus 34:14, Matthew 4:10, John 4:24, Matthew 22:37, Joshua 24:15, Psalm 100:2, 2 Thessalonians 1:8, Psalm 22:23, Psalm 50:15, Isaiah 24:15, Romans 15:6]

Our responsibility as a church and as believers is to seek the salvation of the lost. We should maintain our testimony for the Lord Jesus Christ in the world. [Matthew 28:19, Ephesians 4:1-3]

#### Section B Responsibility to the Church

We, as believers, should sustain its worship, ordinances, disciplines, and doctrine. [Hebrews 10:25, 1 Corinthians 14:40]

We, as believers, should give the church a sacred preeminence over all institutions of human origin. [Acts 5:29]

We, as believers, should 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 to all nations. [Acts 20:35, 1 Corinthians 16:2, 2 Corinthians 9:6-8]

We, as believers, should strive for the advancement of this church in all spiritual things. [2 Corinthians 7:1]

We, as believers, should encourage and build up leaders in the church. [Ephesians 4:29, 1 Thessalonians 5:11]



## Section C Responsibility to Other Believers

As believers, we should love each other as Christ commanded. [Ephesians 5:1-2, 1 John 4:7-8]

As believers, we should be slow to take offense, eager to forgive, and always be ready for reconciliation. [James 1:19-21]

As believers, we should encourage each other and support each other financially, emotionally, and in prayer. [Ephesians 4:29, Colossians 1:3, James 5:13-15]

As believers, we should foster and encourage family and personal devotions. We should raise our children in the nurture and admonition of the Lord. [Deuteronomy 6:6-9, 2 Timothy 3:15, Ephesians 6:4]

As believers, we should show integrity and fairness in our dealings with one another. [Galatians 6:10]

As believers, we should avoid gossip, back-biting, and sinful anger. [James 2:13-18, Proverbs 6:16-19]

## Article V: Church Government

Calvary Gospel Church has a congregationally elected representative form of government. This congregation functions not as a pure democracy, but as a body under the headship of the Lord Jesus Christ and the spiritual direction of a congregationally elected Board of Elders.

A Board of Deacons exists in order to implement the policies of the Elders and have administrative and management responsibilities. The Board of Deacons is under the authority of the Board of Elders.

The church officers consist of treasurer, financial secretary, church secretary, and Sunday School superintendent who are under the direction of the Board of Elders.

### Section A Elders

#### (a) - Qualifications

Biblical qualifications for an Elder are for him to be above reproach, the husband of one wife, temperate and self-controlled, prudent and sensible, respectable, hospitable, able to teach, gentle, uncontentious, free from love of money, a good manager of his own family, have a good reputation with those outside the church, and love what is good, just, devout, or holy. An Elder is not to be: a new believer, addicted to wine, pugnacious or quick-tempered, or self-willed (1 Timothy 3:2-7 and Titus 1:6-9).

In keeping with New Testament teaching, women are not to serve as Elders but may serve as Deaconesses (1 Timothy 3:2-7 and Titus 1:6-9, Acts 6:3; 1 Timothy 3:8-12).

Because of the qualifications and dignity of the position of Elder, CGC shall give careful consideration to ensure that a man who has been divorced or who has married a divorced woman has Biblically resolved issues in his family, church, and community raised by the divorce and has demonstrated since the divorce, stability of character and is presently characterized as above reproach, and if married, faithful to and exclusively committed to his wife.

Any candidate for the position of Elder must consistently model adherence to the doctrinal statement of CGC (Article III:)

A candidate for Elder must be a member for 1 year prior to his nomination or be called to a pastoral position at CGC.

### (b) - Responsibilities

The Board of Elders are responsible to provide spiritual leadership to the congregation and guide the ministry by overseeing the affairs of the church and developing matters of policy and practice.

Biblically, the roles and responsibilities of the Board of Elders are:

- Leading and overseeing the church (Hebrews 13:17)
- The ministry of prayer (Acts 6:4)
- The communication of the Word (Acts 6:4; 1 Timothy 5:17; 1 Thessalonians 5:12; Titus 1:9)
- Preaching (2 Timothy 4:2)
- Teaching (1 Timothy 3:2)
- Admonishing (1 Thessalonians 5:14)
- Exhorting (2 Timothy 4:2, Titus 1:9)
- Protecting from false teachers and false doctrine (Titus 1:9, 2:7)
- Shepherding God's flock (Acts 20:28; 1 Peter 5:1-2)
- Serving as a spiritual role model (1 Peter 5:1-3)
- Spiritual leadership (Acts 20:28; 1 Thessalonians 5:12; 1 Timothy 5:17)
- Identifying and discipling potential Elders (Ephesians 4:12-13)
- Visiting and praying over the sick (James 5:14)
- Judging doctrinal issues (Titus 1:9)
- Relating humbly and lovingly to one another (Ephesians 4:2, 1 Peter 5:5)

The general duties of the Board of Elders are:

- Assisting in the ordinances of baptism and communion when applicable.
- Overseeing the selection and termination of pastoral and non-pastoral staff of the church.

- Establishing policies and practices for the church consistent with its purposes as the legal trustees of the church.
- Overseeing the formation of various committees. These committees shall perform tasks in accordance with the duties and powers specifically delegated by the Elders. Committees shall exist for the period specified by the Elders.
- Approving any missionary being considered for support by CGC as recommended by the Missions committee.
- Consulting with the Treasurer or the Finance Committee when contemplating all expenses not already in the current year's budget.
- Being responsible for borrowing money and incurring indebtedness, with congregational approval.
- Conducting business consistent with civil law.
- Managing deeds, mortgages, notes, property insurance, other legal papers, and bonding of church officers as deemed necessary under the authority of the church. No mortgage may be placed on property or any portion of church property without submitting the decision to the congregation for a vote.
- Attending a minimum of 75% of regularly scheduled Elder meetings.
- Developing position papers: The Elders have the authority to develop position papers that are consistent with the Doctrinal Statement (Article III) on teachings or doctrine that will be taught at CGC. Position papers are:
  - To clarify or explain a doctrine already held at CGC.
  - To explain what the Elders believe Scripture teaches on a doctrine not mentioned in the doctrinal statement or bylaws.
  - To help identify the Biblical basis for determining policy and procedures related to doctrine.
  - To give direction and understanding to teachers at CGC on what the Elders' position is on any given Biblical doctrine.
  - To provide consistency in the pastors' teaching of doctrines at CGC.

The Elders do not need to ask for congregational approval in the day to day operation of the church but are accountable to the congregation and report to it at all congregational meetings. Major decisions such as, but not limited to the following, must be submitted to the congregation for a vote of simple majority unless otherwise specified:

- The annual budget
- Election of Elders
- Election of Deacons
- Election of Church Officers
- Hiring pastoral staff (85% majority needed)

- Decisions to move, build or significantly remodel facilities.
- Acquiring or disposing of real estate.
- Borrowing money
- Expenditures of over \$5,000
- Dissolution of the church (80% majority needed)
- Revision of Constitutional Bylaws (80% majority needed)
- Revision of Constitutional Doctrinal Statement (90% majority needed)

#### (c) - Quantity

The Board of Elders shall consist of the pastoral staff (pastoral Elders) and congregationally elected members. The number of congregationally elected members must exceed or be equal to the number of pastoral Elders.

#### (d) - Term of Office

Elders approved by the congregation shall serve for a term lasting three years, starting the day after the February congregational meeting. Consecutive terms are not allowed. An existing term can be extended pending congregational approval and the clear demonstration of the need by the existing Board of Elders. An Elder whose full term has finished cannot serve as an Elder for a period of one year.

Pastors serve as Elders for the duration of their ministry at CGC unless otherwise specified in their job description.

If an Elder is unable to complete his term, the board may appoint a qualified person to serve until the next congregational meeting at which time, the congregation will have the opportunity to elect a person to complete the term.

#### (e) - Appointment

The existing Elders will direct the process of selecting new Elders. The Elders have the authority to require Elder candidates to complete applications, participate in interviews, or any other process that will assure that only those men whom the Lord Jesus desires to be Elders will become Elders.

Ninety (90) days prior to the February congregational meeting, the Elders shall appoint at least a three (3) man nominating committee normally consisting of the Elders whose terms are expiring to determine potential candidates for new Elders. At any time, a member of CGC can recommend a person for Elder to one of the current Elders. Each person whose name is approved by the Elders shall be contacted by the "Nominating Committee" and asked if he is willing to serve the Lord as Elder, if elected. The names that have been approved by the Elders shall be referred to the congregation a minimum of two (2) weeks prior to the February congregational meeting. The names receiving the highest number of votes shall be considered elected. However, if the number of candidates is equal to or less

than the number of available positions, candidates must receive a simple majority of the members present to be considered elected. There will be no nominations from the floor.

#### (f) - Schedule

The Board of Elders shall meet once a month. All Elders are expected to attend. However, a majority of members is required to conduct business.

### Section B Deacons

Under the Board of Elders sits the Board of Deacons. Deacons are those who carry out the mission of CGC and implement the policies of the Elders.

#### (a) - Qualifications

Biblical qualifications for a Deacon are for him to be full of the Spirit, full of wisdom, dignified, “tested” with respect to being “beyond reproach”, temperate, faithful in all things, the husband of one wife (if applicable). To not be: double-tongued, addicted to much wine, fond of sordid gain and a malicious gossip. A Deacon is to have a good reputation with regard to holding the doctrines of the faith. (Acts 6:3; 1 Timothy 3:8-12)

A Deacon must be a member of CGC who has attended for at least one year.

In keeping with New Testament teaching, men and women may serve as Deacons. (1 Timothy 3:2-7 and Titus 1:6-9, Acts 6:3; 1 Timothy 3:8-12). Men and women Deacons will serve on two separate boards. The Deaconess board will be under the authority of the Deacon board.

#### (b) - Responsibilities

The Deacon’s primary responsibility is to minister to the physical needs of church members. The position of Deacon is one of sympathetic service to the needy as per scriptural guidelines. (James 1:27). They are also responsible in the maintenance and upkeep of the physical church plant.

#### (c) - Quantity

The number of Deacons will vary according to the needs of the church. As a minimum, each Deacon board (Men and Women), shall have two members in order to function.

#### (d) - Term of Office

The term of office is three years beginning the day after the February congregational meeting. Consecutive terms are not allowed. An existing term can be extended pending congregational approval and the clear demonstration of the need by the existing Board of Elders. A Deacon whose full term has finished cannot serve as a Deacon for a period of one year.

If a Deacon is unable to complete his term, the Elders may appoint a qualified person to serve until the next congregational meeting at which time, the congregation will have the opportunity to elect a person to complete the term.

#### (e) - Appointment

Deacons are recommended by the Elders and are voted on by the congregation. Elders will appoint qualified people from the congregation to serve as Deacons. The Elders have the authority to require Deacon candidates to complete applications, participate in interviews, or any other process that will assure that only those men and women whom the Lord Jesus desires to be Deacons will become Deacons.

#### (f) - Schedule

The Board of Deacons shall meet once a month. All Deacons are expected to attend however a majority of members is required to conduct business.

#### (g) - Deaconesses

Calvary Gospel Church recognizes that the Bible allows for women to serve as Deacons. A Deaconess must meet all of the qualifications for Deacon in order to serve.

## Article VI: Membership

### Section A Reception of Members

Membership in this church shall include only those persons who have been born again through faith in the Lord Jesus Christ.

To apply for membership the following steps must be taken:

1. Written or verbal application must be made to the Pastor(s) or to the Church Elders.
2. A copy of the Church Constitution will be supplied to the prospective member.
3. The individual must be in full agreement with the doctrinal statement in Article III of these by-laws.
4. A credible confession of faith in the Lord Jesus Christ must be presented upon examination by the Church Elders.
5. The prospective member must attend membership class.
6. To apply for membership the individual must be at least 18 years of age.

### Section B Duties of Members

Members are encouraged to be regular in their attendance of all services and functions.

Members are required to attend congregational meetings.

Members are encouraged to take an active part within the church and to utilize all the spiritual gifts and talents the Lord Jesus Christ has given them.

Membership may be canceled by the Church Board of Elders for discipline, but no person shall be dismissed from membership without an opportunity to be heard by the Elder Board.

Members are encouraged to support the church with their gifts, tithes, and offerings.

### Section C Requested Termination of Membership

Any member in good standing may be dismissed upon their request. If the departing member requests a letter of transfer, the Board members may grant this request at their discretion. Such a letter, if issued, shall be sent to the church with which the departing member wishes to unite, and shall include a statement showing the extent of Christian activity. Membership shall terminate with membership into another church.

Members who have been inactive for a period of six months, without adequate explanation shall be considered inactive (non-voting), and after continued inactivity for a period of six months the membership shall be automatically terminated. Any member whose membership is thus terminated may be restored to membership in the same manner as any other applicant.

Members considered inactive shall not be permitted to vote in any business meeting of the church.

### Section D Discipline of Members

In the event any member shall lead a life unbecoming of a Christian, he or she shall be dealt with in a kindly manner by the Pastor(s) and the Board, who shall go in the Spirit of prayer and endeavor to restore this believer to fellowship in accordance with the guidelines of Matthew 18:15-17. (Ephesians 4:1-3; Galatians 6:1-3). If such a member shall not repent and refuse to heed the admonition of their fellow members and the church, the Board will recommend to the church membership at a regular or special meeting called for the purpose, that his or her membership be canceled.

If a sinning member repents, that member shall be allowed to profess his or her repentance and be restored into fellowship by recommendation of the Board and by approval of the church membership at a regular or specially called meeting of the congregation. The member may request reinstatement of their membership if applicable.

### Section E Inactive Members

Members who are in full-time Christian service shall be listed on an Honor Roll and shall be considered inactive members.

Previous members who have been inactive for appropriate reasons, such as Christian service elsewhere, may be reinstated. Their request should be made to the Pastor or to any Board member. Upon their approval by the Board, active membership will be reinstated.

## Article VII: Officers of the Church

Church officers consist of the chairman, secretary, treasurer, financial secretary, and Sunday school superintendent, all under the authority and supervision of the Elders.

## Section A Qualifications

A church officer must adhere to and agree with the Doctrinal Statement of CGC as written in Article III of this document. With the exception of Chairman, a man or woman can serve as an officer.

A church officer must be a member of CGC and have attended for more than one year.

## Section B Term of Office

The term of office is three years beginning the day after the February congregational meeting. Consecutive terms are not allowed. An existing term can be extended pending congregational approval and the clear demonstration of the need by the existing Board of Elders. A church officer whose full term has finished cannot serve as an officer for a period of one year.

If a church officer is unable to complete his term, the Elders may appoint a qualified person to serve until the next congregational meeting at which time, the congregation will have the opportunity to elect a person to complete the term.

## Section C Appointment

Church officers shall be appointed by the Elders and voted on by the congregation at the February meeting. The Elders have the authority to require candidates to complete applications, participate in interviews, or any other process that will assure that only those men and women whom the Lord Jesus desires to be officers will become officers.

## Section D Church Officers

**Chairman:** The chairman serves as the Corporation President under New Jersey law. The chairman presides at all Elder and business meetings of the church, which are to be conducted according to the scriptural principles set forth in Phil. 2:2-8. The chairman is an ex officio member of all committees and conducts business for CGC with the authorization of the Elders. Since the chairman of the church is also the chairman of the Board of Elders, he shall meet all of the qualifications as outlined in Article V, Section A.

**Secretary:** The secretary serves as the Corporation Secretary under New Jersey law. The church secretary shall take minutes of all official meetings of the church. The secretary is responsible for distributing minutes to all Elders in a timely fashion and is responsible for securing the official minutes in a safe place for future reference. The secretary is responsible for maintaining current By-Laws and a copy of previous versions for archiving purposes. The secretary is responsible for the keeping of the records of the church, including the membership roll, baptisms, and any certificates of ordination, licenses and commissions, deeds, plot plans, building drawings, and documents and records required by law. These items must be delivered to any successor upon leaving office.



**Treasurer:** The treasurer serves as the Corporation Treasurer under New Jersey law. The treasurer is responsible for keeping and maintaining adequate and correct accounts of the church's properties and business transactions including account of its assets, liabilities, receipts, disbursements, and capital. The treasurer must present a report at each regularly scheduled meeting of the Elders and at all congregational meetings. The treasurer is responsible for disbursing the funds of the church in accordance with the budget adopted by the members of CGC. The treasurer keeps all church financial records at the office of the church and delivers them to any successor upon leaving office.

**Financial Secretary:** The financial secretary shall be in charge of leading the counting team which counts the offerings collected at every pertinent meeting and ensures the deposit of all collected monies in the church's checking account. The financial secretary shall keep records of individual contributions and provide yearly receipts to all contributors by January 31<sup>st</sup> of each year.

**Sunday School Superintendent:** The Sunday School superintendent shall be in charge of coordinating the Sunday school ministry. His or her role consists of securing teachers, choosing a curriculum, purchasing materials, and supervising the junior church ministry.

## Article VIII: The Pastor

### Section A Calling a Pastor

When a vacancy occurs in the Pastorate, a Pulpit Committee shall be elected as follows:

Three members of the Board of Elders shall be elected by the Board of Elders, and three members of the congregation by vote at a Regular or Special meeting. One of the three members of the Board of Elders shall be elected by the Board of Elders to act as the chairman of the committee.

Only such a man as is fully qualified by Christian experience, character, ability and who subscribes without reservation to the Doctrinal Statement, Article III of these by-laws, shall be considered a candidate for Pastor of this church. He shall be elected by two-thirds of the qualified members present at a meeting properly called for this purpose, after having been recommended by the Pulpit Committee. If deemed necessary that an additional Pastor or Pastors are needed, the above requirements must be met. No woman shall serve as Pastor (I Timothy 2:12).

### Section B Duties

The Senior Pastor shall have spiritual oversight over the activities of the church, and he shall be ex-officio member of all boards and committees. If there is more than one Pastor, the duties of the Pastors shall be arranged by the Pastors and the Elders. The Pastor(s) shall be responsible for the preaching of the Scriptures and have in his (their) care the stated services of the church and the administration of the ordinances. The Pastor(s) shall also be responsible for the visitation of the sick, other visits as needed, and for any counseling that is necessary.

## Section C Remuneration

The Pastor's salary and benefits shall be determined by the congregation at the time of his call and shall be reviewed annually or as needed.

## Section D Terminating a Pastor's Call

The Pastor's term of office shall be indefinite and shall be terminated by his giving 30 days' notice of his desire to leave.

If at any time the membership feels that the life of the Pastor fails to glorify the Lord, or that his teaching is not in accord with the Scripture, or that the termination of his ministry is desirable, the following procedures will be followed:

1. The matter shall be prayerfully and completely considered by the Elders. If two-thirds of the membership of the Elders agrees that such termination of his ministry is advisable, the Elders shall at that time meet with the Pastor concerning this matter.
2. If the matter remains unresolved, the Elders shall make a recommendation of termination to the church membership at a regular or special meeting properly called for this purpose. A two-thirds vote of the qualified members present at the meeting shall accomplish the termination, to be effective 30 days after the meeting is held.
3. The ministry will be terminated immediately, but separation, including payment of salary, shall continue for 30 days, unless there is mutual agreement otherwise.

# Article IX: Church Business

## Section A Fiscal Year

The fiscal year of the church shall coincide with the calendar year.

## Section B Business Meetings

The Annual Business Meeting of the church shall be held the first Sunday in February.

Regular Business Meetings shall be held the last Sunday in April and October.

Special Congregational Meetings may be called by the Elders or the Pastor(s) and must be announced two weeks in advance.

All meetings shall be conducted generally according to Roberts Rules of Order unless qualified by this Constitution and its by-laws.

## Section C Voting

Every active member in good standing is vested with the right and responsibility to vote.

A quorum shall consist of one third of the qualified members. Exempted from the total qualified member count are members in the military service, those away from home in school, and invalids not able to come into the church.

A quorum shall be necessary to conduct all the business of the church.

Except as otherwise required in these by-laws, a majority of the votes of the qualified members present shall be necessary for the adoption of any resolution presented.

## Article X: Property

### Section A Ownership

The members who abide by this constitution have the right to ownership and control of the property of the church.

### Section B Dissolution

In the case of dissolution, the property of the church shall be sold, and all debts paid. Then the balance of the money shall be divided equally among the missionary societies to whom the church is supporting at the time of the dissolution. The Chairman of the Board of Elders may decide additional distributions to other church affiliated ministries.

In the event of the dissolution of any organization within the church, the property of that organization shall automatically become the property of the church.