



CONSTITUTION

ARTICLE I: NAME

The organized name of this congregation is Faith Bible Church of Brazos County, Inc., being chartered as a non-profit organization under the laws of the State of Texas. It shall operate under the name of, and be referred to in the remainder of this Constitution and its By-laws as, Faith Bible Church.

ARTICLE II: AFFILIATION

Faith Bible Church, in its initial organization for purposes of government and operation, is non-denominational, unaffiliated with any recognized denomination. The Board of Elders may, at any time, recommend for congregational approval for Faith Bible Church to affiliate with a scripturally sound denomination but in all aspects Faith Bible Church will remain as its own authority for purpose, government and operation, subject to the authority of Scripture and adherence to the Core Values and Mission as described in the attached addenda.

ARTICLE III: CONSTITUTION EFFECTIVE/CHARTER MEMBERS

This constitution and its by-laws shall become effective upon the approval of those individuals meeting for the purpose of regular Sunday worship and for the purpose of organizing Faith Bible Church. Upon approval, those participants who meet the requirements of Article IV and agree with the Faith Bible Church Member Covenant will be considered Charter Members of Faith Bible Church.

ARTICLE IV: MEMBERSHIP

Any person who professes belief in the Lord Jesus Christ and has been baptized shall be eligible to make application for membership. The membership of Faith Bible Church shall consist of persons who profess belief in the Lord Jesus Christ as their personal Savior, whose conduct and reputation conform therewith, and who abide by the Constitution and By-Laws of Faith Bible Church.

ARTICLE V: GOVERNMENT

Jesus Christ is the Head of Faith Bible Church. As the Cornerstone and as the Living Word, He has conveyed all that is necessary for purpose, direction and leadership in His church. As such, the Board of Elders and the Board of Deacons shall be subject to Him in the conduct of their respective leadership roles in Faith Bible Church.

Faith Bible Church is an elder-led church. As overseers, the Elders have direct responsibility for the spiritual health of Faith Bible Church and are accountable to the Congregation.

A Board of Deacons, at the discretion of the Elders, shall be appointed to assist the Elders in the discharge of the ministry of Faith Bible Church and shall have authority for the execution of their respective ministries. No person shall serve as a voting member of more than one of these governing bodies at the same time.

ARTICLE VI: PASTORAL STAFF

The Church shall have a Senior Pastor and any other pastoral staff as deemed necessary. The Senior Pastor shall be accountable to the Board of Elders. Other members of the pastoral staff shall be accountable to the Senior Pastor. Recommendations for additions or changes to the pastoral staff shall be made by the Senior Pastor to the Board of Elders for approval. The Board of Elders shall be responsible for making a recommendation for congregational approval for the hiring of the Senior Pastor.

ARTICLE VII: BUSINESS MEETINGS

Faith Bible Church will conduct quarterly business meetings with an annual meeting conducted in August of each year for Elder candidacy nominations, congregational appointment of the Board of Deacons and approval of the

annual budget. Additional meetings may be called as deemed necessary by the Board of Elders. Any number of members of the congregation may, at any time, submit a request to the Board of Elders for additional meetings. The purposes of these meetings will be to conduct business as may duly come before Faith Bible Church such as approval of the annual budget, purchase/sale of capital assets, calling of a senior pastor, etc. All congregational meetings shall be announced from the pulpit each of two Sundays prior to the meeting and published in a recognized publication of Faith Bible Church at least two weeks prior to the meeting. A quorum for the transaction of business in all duly called congregational meetings shall consist of fifty (50%) percent of the members of the Faith Bible Church who are in good and regular standing and have attained the age of eighteen (18) years and upward. The Chairman of the Board of Elders, or designee, shall preside at all congregational meetings.

ARTICLE VIII: PROPERTY

1. The Board of Elders shall have the authority to determine the use of Church property.
2. The Congregation shall have, in the corporate name, the right to own, buy, lease, mortgage, and sell property; sue and be sued; and receive title by gift, grant or other conveyance of any property, real or personal. In case of dissolution, all assets remaining after satisfying the debts of Faith Bible Church shall convey to Still Creek Ranch. This designee may be constitutionally amended by a majority vote of members at any duly called business meeting.

ARTICLE IX: AMENDMENTS

Amendments to this constitution or its By-Laws may be proposed to the Congregation by the Board of Elders at any business meeting, provided that such meeting is announced from the pulpit each of two Sundays prior to the meeting and published in a recognized publication of the church at least two weeks prior to the meeting. Proposed amendments must be submitted to the Elders for consideration at least sixty (60) days prior to a business meeting. An amendment will become part of the Constitution upon approval by a two-thirds (2/3) majority of the voting members present at the congregational meeting.

ARTICLE X: BY-LAWS

A supplement to this constitution, known as the By-Laws, shall contain certain procedural matters not outlined in the articles of the Constitution. Should there be an inconsistency between the Articles of Incorporation, the Constitution, and the By-laws, the Board of Elders shall have the authority to resolve the inconsistency. When a resolution is found it will be included in the minutes of the Board of Elders meeting with corrections formally made into this Constitution and its By-laws and communicated to the Congregation.

BY-LAWS

I. Membership

Sub-Sections A and B of Section I shall not apply to Charter Members, as defined in Article III of the Constitution. Sub-Sections C, D, E and F of Section I shall apply to all members of Faith Bible Church.

A. Qualification for Membership

Any person who professes acceptance of Jesus Christ as Savior; has submitted to His lordship; has been baptized in the name of the Father, the Son, and the Holy Spirit; submits to the authority of Scripture, manifests a lifestyle that evidences the Lordship of Jesus Christ; agrees with Faith Bible Church's Core Values and Mission and the Faith Bible Church Member Covenant and is willing to support the church in attendance, prayers, and gifts, may become a member.

Persons desiring to affiliate with this church shall (1) receive membership instruction as stipulated by the Board of Elders and (2) give a personal testimony to the Board of Elders or Senior Pastor of their Christian experience. Upon the recommendation by the Senior Pastor or the Board of Elders, as representative of the Board of Elders, the new member shall be publicly acknowledged at a Sunday morning service. Pastoral staff

members and spouses shall be accepted into the membership concurrent with installation into the local church ministry, providing each satisfies the requirements for membership stated elsewhere in this Constitution. Membership records shall be maintained by the Church staff at the direction of the Senior Pastor.

B. Membership Instruction

Prior to their acceptance as members, all prospective members will receive instruction for the purposes of (1) understanding the core values, mission, vision, doctrine, and organizational structure of Faith Bible Church, and (2) determining their willingness to support the core values, mission, vision, doctrine, and organizational structure and (3) submitting themselves to the provisions of this Constitution including church discipline. This instruction may be completed by attendance at a series of meetings scheduled for prospective members, through Sunday School classes, or through other means deemed appropriate by the Board of Elders.

C. Membership Duties and Responsibilities

It is the duty of members to take an active part in all functions of the Church for the glory of God and the uplifting of mankind (Romans 12:1-8). This includes:

- regular attendance at divine worship and study services (Hebrews 10:25);
- prayer for the welfare of the Church (Ephesians 6:18, I Thessalonians 5:17);
- a lifestyle that glorifies God (II Corinthians 6:17-7:1, Galatians 5:25);
- careful attention to the religious training of youth (Proverbs 22:6);
- just financial and moral support towards the maintenance and benevolent undertakings of the Church (I Corinthians 16:2, II Corinthians 9:7);
- obedience in Church matters to the Church Constitution (I Timothy 5:17-19, I Peter 5: 1-6), established law, and leadership (Romans 13:1-9);
- untiring zeal in bringing the unchurched and unsaved into the fold (Acts 1:8, Matthew 28:19-20);
- and a demonstration of Christian love toward all members of Faith Bible Church (John 13:34-35, I Corinthians 13: 1-13).

All members who satisfy these duties and responsibilities and are eighteen (18) years of age or older shall have equal rights under this Constitution, including the right to vote. Members under eighteen (18) years of age shall be ineligible to vote or hold a position on the Board of Elders or the Board of Deacons. No individual shall have rights of ownership to the Church property, real or personal, since all contributions to this non-profit organization are freely given for the work of the gospel ministry.

Members are expected to conduct their lives according to the standards set forth in Scripture. Those found living or teaching contrary to the Word of God and the doctrinal statement of Faith Bible Church shall be counseled in love by the Elders. If efforts to bring repentance and restoration fail, then the Elders will administer church discipline according to the Conflict Resolution Statement, (Article X of the By-Laws) following principles outlined in Scripture, including: Matthew 18:15-18, I Corinthians 5, II Corinthians 2:5-11, and Galatians 6:1-2.

Any member who holds and teaches strange or heretical doctrines contrary to the Word of God or who is willfully living a life in violation of Scripture as determined by the Elders, and refuses to repent may be subject to removal from active membership until such a time as he or she repents and is welcomed back to full fellowship by the Board of Elders.

D. Member Rights

All members are entitled to a full share in the fellowship and the spiritual blessings of the Church, and to the services of its pastor(s), leadership and other workers, as well as to the Christian sympathy and support of all members.

E. Withdrawal of Membership

Withdrawal from membership will be accepted by the Board of Elders and those in good standing may request a letter of recommendation. The Pastors and the Board of Elders will examine the membership rolls at least annually or as necessary.

F. Removal from Active Membership for Lack of Participation.

The pastoral staff or Elders shall attempt to contact any member not participating in the life of Faith Bible Church. The Board of Elders will determine if that person's membership should be moved to inactive status. Members who are unable to participate due to unavoidable personal circumstances (e.g., service in armed forces, attendance at college, illness or physical disability) will not be considered non-participatory for the purpose of being assigned to inactive membership status.

II. Baptism

Christian baptism is the water baptism of a believer, in the Name of the Father, and the Son, and the Holy Spirit, to show forth, in a solemn and beautiful emblem, our faith in the crucified, buried and risen Savior and that baptism is a symbol of our death to sin and resurrection to new life. It shall be the common practice of Faith Bible Church to perform immersion baptism. It is a visible public testimony to the atoning work of Jesus Christ in the life of a believer. (Mathew 28:19; Romans 6:1-4; Matthew 3:13-17). Prospective members baptized as believers prior to joining Faith Bible Church will not be required to receive baptism again.

III. Child Dedication

Since the spiritual growth of a child depends greatly on the nurturing environment of a godly home and church, parents are invited at an appropriate time to bring their child before the Church at a morning worship service to be dedicated to God.

IV. The Lord's Supper

The Lord's Supper is a memorial by which we commemorate together as the Body of Christ the redeeming love of Christ expressed to us through His suffering and death until He returns, and should be preceded always by solemn self-examination. It is a time for spiritual renewal and for recognition of our unity with Christ and with one another. (Luke 22:17-20; Acts 2:41-42; I Corinthians 11:23-24)

All persons, members or non-members, who profess faith in the Lord Jesus Christ are invited to observe the Lord's Supper.

V. Board of Elders

A. Board of Elders Membership

The Board of Elders will consist of no less than five (5) Elders (exceptional circumstances may warrant no less than three (3) Elders. During exceptional circumstances the Elders may conduct business with a minimum of three (3) Elders until such time as the Elders may return to five (5) but in no event a period longer than 12 months). The Elders will increase as necessary under the direction of the Elders. The Senior Pastor is an Elder and is a voting member of the Board of Elders.

B. Elder Qualifications

An Elder shall be a member of Faith Bible Church and shall aspire to and seek God's help in actualizing the spiritual qualifications outlined in I Timothy 3:1-7, Philippians 2:4-8, 1 Peter 5:1-3 and Titus 1:5-9 in his life.

C. Board of Elders Organizational Structure

- At the initial approval of this Constitution and these By-laws, the congregation will have reasonable opportunity to present, in a manner befitting a Christian, support for, or objection to, Elders nominated by

the Formation Committee. Absent objections from the Congregation as to the recommendations for Elder appointment, the appointed Elders will assume responsibility for the spiritual, financial and operational responsibilities of Faith Bible Church.

- The Board of Elders will annually elect its Chairman and other officers as necessary. The Elders shall arrange the terms of office so that approximately an equal number of Elder terms expire each year.
- Any male member in good standing at Faith Bible Church may 1) apply for candidacy to the Board of Elders by expressing interest to the Chairman of the Board of Elders or 2) be nominated by the congregation at the annual meeting with a majority vote of the congregation necessary in order to be considered for Elder candidacy. The applicant must be committed to a lifestyle scripturally required of an Elder, as identified in I Timothy 3: 1-7 and Titus 1:5-9, indicate a commitment to and agreement with the doctrinal statement, core values, mission statement, and constitution of Faith Bible Church, and indicate his willingness to take on responsibility for the spiritual welfare of the Church, together with other Elders and the pastoral staff.
- The Board of Elders will prescribe training for all Elder candidates as deemed necessary. This training will be shaped to meet the needs of the individual candidate and will be directed toward fostering biblical literacy, holding to sound doctrine, following a scriptural lifestyle, and becoming familiar with the responsibilities and functioning of the Board of Elders. This training process will require the Elder candidate attend scheduled Elder meetings for one year. At the end of the one-year period, the Elders will evaluate the Elder candidate(s); the Elder candidate(s) will re-evaluate their commitment to serve as an Elder, and the Elders will appoint, subject to the approval of the majority of the Board of Elders, the Elder candidate(s) to the Board of Elders.
- The Board of Elders is a self-governing, self-regulating body accountable to the congregation. With the authority associated with an Elder is (a) a greater responsibility to continuously hold other Elders accountable and (b) the submission to being held accountable by other Elders and the congregation, including Elder discipline as outlined in these By-Laws, Article V, Section G.
- The Board of Elders will affix a term of service for each Elder not to exceed three (3) years. Near or at the end of the expiring term of an Elder, the Board of Elders will evaluate the Elder for recommendation of continued service with the approval of the majority of the Board of Elders necessary.

D. Board of Elders Responsibilities to the Congregation

The Board of Elders shall be directly accountable to the Congregation. The Board of Elders shall recommend to the Congregation the following matters for action: approval of the annual budget, purchase/sale of capital assets, calling of the Senior Pastor, and removal of an Elder(s).

As Faith Bible Church is the body of Christ, purchased by His blood, and the larger church body of greater value than any one member, the Elders are required to be in close connection with the members of Faith Bible Church. Elders are to be shepherds of Faith Bible Church and yet remain submissive to the Congregation's authority, with a majority vote, to 1) request discipline be applied to an Elder 2) request removal of any or all Elders and 3) to remove and re-appoint its Board of Elders.

E. Elder Duties

The Board of Elders

- Shall oversee all matters (spiritual, financial, operational) pertaining to Faith Bible Church.
- Shall set priorities for the Church ministry in accordance with the core values, mission and vision and shall use these priorities to guide their development of the annual budget.
- Shall endeavor to ensure that no speaker presents from the pulpit anything inconsistent with Scripture.
- Shall assist or substitute for the Pastor, at the discretion of the Elders, in baptismal services, in the Lord's Supper, in the counseling of inquirers, in the care of the flock, and in safe-guarding the doctrines and spiritual welfare of the Church.
- Shall pray for the ministry of Faith Bible Church and for the Congregation.
- Shall assist the pastor in the visitation ministry.
- Shall interview new member candidates and approve membership applications.
- Shall establish those commissions, committees, and ministries deemed necessary to fulfill the spiritual mission of the church, and shall delegate to the Board of Deacons the authority over and the responsibility for said commissions, committees, and ministries

- Shall serve as a council of appeal and determine scriptural appropriateness whenever members dispute an action taken or a decision made by the ministry staff.
- Shall be available for prayer for members, as needed.

F. Elder Meetings

- The Elder Board shall have at least monthly meetings at a time and place set by the Chairman of the Board.
- At their first meeting following the annual meeting, the Board of Elders will elect a Chairman, a Vice-Chairman, and a Secretary. The Chairman, working together with the senior pastor, will prepare the agenda for each meeting. The Vice-Chairman will perform the duties of the Chairman when the Chairman is not present. The Secretary or a designated substitute shall keep minutes for each elder meeting.
- A majority of the elders shall constitute a quorum for the transaction of business.
- Minutes of all Elder meetings shall be recorded by the Elder Secretary or designee and be made available on a timely basis to the Church membership, if requested. Decisions made in executive session will not be made available to the membership.
- Elders may ordain a person in recognition of that individual's call to a ministry. Ordinations will be evaluated annually.
- The Elder Board shall, at least annually, hold a meeting outside of its normal monthly schedule devoted solely for the purpose of setting goals for the spiritual ministry of Faith Bible Church.
- The Board of Elders shall conduct training sessions as necessary for the edification of current, prospective, and new Elders.

G. Elder Discipline

If an Elder is found to be living in sin or is willfully neglecting his responsibility as an elder, a minimum of two (2) Elders will initiate Biblical principles such as: Matthew 18, I Corinthians 5, II Corinthians 2:5-11, Galatians 6:1-2, and I Timothy 5:19-20. This discipline may involve removal from office. A simple majority of the votes cast by the Elders at a business meeting will be required for removal.

In accordance with Article VI.C, Deacons are also subject to this process of discipline.

H. Ordination of Elders

After an elder is elected for the first time following the approval of this constitution, he will be ordained as an elder by the acting Chairman of the Elder Board or an Elder-approved designee, and other ordained ministers before the Congregation at a regular Sunday worship service. The dedication service will be a presentation of the Elder to the Congregation, followed by prayer and a laying on of the hands of ordained Elders, the Senior Pastor, and other ordained ministers as the occasion requires. Once ordained, the Elder will not need to be re-ordained at such a time that he is again elected to be an Elder.

VI. Board of Deacons: Following the example of Acts 6:1-7, Faith Bible Church, by majority vote of the congregation at the annual meeting, will appoint a Board of Deacons to carry out designated ministries, to manage physical property owned by Faith Bible Church, fiscal management of income and expenses (in accordance with the Congregation-approved budget), and other imperatives as may come before Faith Bible Church.

A. Board of Deacons Membership

The Board of Deacons will consist of no less than three (3) Deacons and will increase as necessary under the recommendation of the Deacons and as approved by the Elders.

B. Board of Deacons Qualifications

A Deacon shall be a member of Faith Bible Church and shall aspire to and seek God's help in achieving the spiritual qualifications outlined in I Timothy 3:8-10 in his life.

C. Board of Deacons Organizational Structure

- Upon their initial appointment, the Elders will request the congregation elect Deacons who will then assume responsibility for certain operational, financial, and other administrative or spiritual ministries of Faith Bible Church.
- The Board of Deacons will annually elect its Chairman and other officers as necessary. The Deacons shall arrange the terms of office so that approximately an equal number of Deacon terms expire each year.
- Any male member in good standing at Faith Bible Church may 1) apply for candidacy to the Board of Deacons by expressing interest to the Chairman of the Board of Elders or 2) be nominated by the congregation. The applicant shall attest to his (1) faith in Jesus Christ as his Lord and Savior, (2) commitment to a lifestyle scripturally required of a Deacon, as identified in I Timothy 3:8-10, and (3) willingness to assume responsibility for those ministries as directed by the Elders.
- The Board of Elders may prescribe training for a Deacon candidate(s). This training will be shaped to meet the needs of the individual candidate and will be directed toward fostering biblical literacy, holding sound doctrine, following a scriptural lifestyle, and becoming familiar with the responsibilities and functioning of the Board of Deacons.
- The Board of Deacons is a self-governing, self-regulating body under the Board of Elders and accountable to the congregation. With the authority associated with a Deacon is a greater responsibility to continuously hold other Deacons accountable and the submission to being held accountable by other Deacons and the Elders including the process for Elder discipline as outlined in these By-Laws, Article V, Section G.
- The Board of Deacons will affix a term of service for each Deacon. Near or at the end of the expiring term of a Deacon, the Board of Deacons will evaluate the Deacon for recommendation of continued service with majority approval of the Board of Deacons necessary.

D. Board of Deacons Responsibilities to the Elders and Congregation/Duties.

- The Board of Deacons shall be accountable to the Board of Elders. The Board of Deacons is responsible for regular evaluation of the ministries for which they have authority and responsibility to discharge.
- The Board of Deacons shall have authority and responsibility for those areas as requested by the Elders which shall include, but not be limited to:
 - Physical assets owned by Faith Bible Church. This will include the maintenance, upkeep and care of facilities and other capital assets.
 - Overseeing and facilitating approved payments of all bills and debts and making provision for the annual auditing of financial accounts.
 - Appointing such committees as it may deem necessary to expedite the orderly and timely completion of Faith Bible Church business and ministries.
 - Conduct monthly meetings, at a place and time announced by the Chairman of the Deacons, for the transaction of Faith Bible Church business with a majority of the appointed Deacons constituting a quorum for the transaction of business.
 - Make budget recommendations to the Board of Elders for all areas under the responsibility of the Deacons.

VII. Preparation of the Annual Budget

It shall be the responsibility of the Board of Elders to prepare the annual budget. The budget will reflect the priorities established by the Board of Elders necessary to accomplish the mission and vision of Faith Bible Church and be so arranged to delineate the various categories of Church expenditures and the separate expenditures of the various Church organizations. The Senior Pastor, if applicable, shall have impact on all matters of finance except his personal salary and benefits, and he shall absent himself from all discussion related to his personal salary and benefits. The budget will be prepared and distributed to the Congregation at least one week in advance of the annual congregational meeting. Approval of the annual budget shall be by vote taken at the annual meeting. A simple majority is required. The Board of Elders and the Board of Deacons must abide by the limitations of the annual budget. However, to provide for fiscal flexibility, the Board of Elders has authority (and may delegate the same authority to the Board of Deacons) to make budget transfers within existing budget categories where needed but may not exceed the overall limitation of the

annual budget by more than a total of 10% in any fiscal year; any variance beyond 10% requires Congregational approval; a simple majority is required. The official fiscal year of Faith Bible Church shall be from September 1 to August 31.

In acknowledgment that all assets are given by God, through the Congregation, the faithful stewardship of financial resources is a critical element for Faith Bible Church and, as such, it shall adhere to sound business principles in all of its financial affairs, instituting practices such as annual auditing and responsible checks and balances.

VIII. Pastor

A. Role of the Senior Pastor

In order to be a community transformed by the truth of God, the chief and most important duty of the Senior Pastor is to study, teach, and preach the Word of God. Together with the other Elders, the Senior Pastor is to shepherd the spiritual life of the Church, to develop mature disciples of Jesus Christ and to discern God's direction for Faith Bible Church. He is to lead through strategic visioning, Biblical wisdom, and by example, in order to develop and mentor other leaders who will also make disciples. He shall be responsible for all functions of the ministry taught in the Word of God (leads and sets the direction of a multi-pastoral staff, so that it functions as a team). He is to stay current with ministry trends, and perform other general pastoral duties such as leading in communion, baptism, weddings, and funerals. He is to serve the Congregation and community by training, leading, and shepherding believers while reaching out to those who do not know Christ as Savior. He is to uphold, respect, and promote the Core Values, Mission and Vision of Faith Bible Church.

B. Responsibilities of the Senior Pastor

The first priority of the Senior Pastor is to serve Faith Bible Church by:

- Seeking the Lord in his own life and striving to walk in a manner worthy of God's calling.
- Performing his duties as set forth in this constitution, and, when appropriate, through the delegation of these responsibilities to other ministers, lay leaders, and the Church staff. Furthermore, he shall coordinate the staff, lay leaders, and other ministers in such a manner that encourages their participation in the regular services.
- Devoting himself to in-depth study of God's word, both to ensure that his preaching ministry remains thoroughly grounded in the truth of God's Word and to act as a resource for the Elders and Church staff on matters of interpretation and application of Scripture.
- Demonstrating consistent, creative excellence in presenting God's Word in a manner that captivates, engages, and allows people to apply it to their everyday lives.
- Serving as a voting member of the Board of Elders.
- Developing and pursuing semi-annual ministry plans. Providing evaluations of previous plans and strategies.
- Taking responsibility, along with the Board of Elders, for setting the vision, strategy and direction of Faith Bible Church to accomplish what God has put before it.
- Taking responsibility for planning and evaluation of corporate worship to ensure that worship and pulpit teaching are focused on scriptural values and the needs of the church body.
- Acting through effective interpersonal relationships to disciple, train, and equip lay leaders, ministry leaders, and small group leaders.
- Participating in conferences, retreats, meetings, and pastoral renewal settings on a regular basis as directed by Elders.
- Facilitating opportunities for those who want to study and learn the Scriptures at a deeper level.
- Working with the Elders to exercise oversight of Faith Bible Church, shepherd the flock, and guard the purity of doctrine in order to glorify Jesus Christ by bringing people into the Church, training them as disciples, and sending them out to glorify God in the world.
- Personally counseling or referring Faith Bible Church attendees to appropriate resources with regard to premarital, family, funeral, illness, or crisis needs.

- Participating in visitation, with assistance by the Elders and other pastoral staff, with emphasis on visitation of the sick and aged and providing other shepherding care for the Church community.
- When possible, maintaining regular on-site office hours.
- Praying diligently for the Church.

C. Calling a Senior Pastor

- The Board of Elders shall appoint a Pastoral Search Committee. This committee will work with the Board of Elders to identify candidates for the position of Senior Pastor.
- Upon identifying a suitable candidate for the position of Senior Pastor:
 - The search committee shall make their recommendation to the Board of Elders.
 - Pending approval by the Board of Elders of the recommendation, the committee will proceed to develop a compensation package and then recommend this candidate to the Congregation at a specially convened business meeting demonstrating why the candidate is being recommended for the position of Senior Pastor.
 - The Congregation shall vote as to whether or not to call the recommended candidate.
 - Upon receiving a two-thirds (2/3) majority vote of the members present, the call shall be extended. Lacking a two-thirds (2/3) majority, the matter will go back to the Board of Elders and the Pastoral Search Committee for the pursuit of new recommendations.
 - The Board of Elders shall negotiate a contract between the Congregation and the Senior Pastor. Such contract shall specify conditions of salary and benefits and constitutional responsibilities.
- Upon approval of the candidacy, The Board of Elders shall notify the Senior Pastor candidate of the action of the Church immediately and, subsequent to successful negotiation of salary and benefits, shall refer it to the Board of Deacons to make arrangements for his relocation.

D. Termination of a Senior Pastor

- If the Senior Pastor should significantly depart from the Word of God in his conduct or doctrine, or demonstrate proven ineffectiveness in ministry, the Board of Elders shall admonish him in love and, lacking resolution satisfactory to the Board of Elders, shall recommend to the Congregation that he be discharged from his position.
- Upon recommendation of the Board of Elders, the Senior Pastor may be discharged from his position at a called business meeting. A ballot vote of a simple majority of the members present will result in the termination of the Senior Pastor. (The pastor and his family shall absent themselves at the time of discussion and voting.)
- The senior pastor may voluntarily terminate his position by providing at least sixty (60) days written notice to the Chairman of the Board of Elders.

E. Other Pastoral Staff

- Other members of the pastoral staff shall be directly accountable to the Senior Pastor. Recommendations for additions to the pastoral staff may be made by the Senior Pastor to the Board of Elders who, upon their agreement and previous provision by the Congregation for the position in the annual budget, will provide an offer to the applicant. If not previously approved by the Congregation, then the Board of Elders will convene a meeting in order to obtain such approval.
- Upon prior approval in the annual budget or obtained Congregational approval, the Board of Elders shall negotiate contracts with members of the pastoral staff. Such contracts shall specify conditions of salary, benefits, and other Church related functions as deemed necessary.
- Recommendations for dismissal of any pastoral staff member may be made by the Senior Pastor to the Board of Elders for final decision.

IX. Conflict Resolution

Biblical Principles – Faith Bible Church is committed to resolving in a biblical manner all disputes that may arise within our body. This commitment is based on God’s command that Christians should strive earnestly to live at peace with one another (Matt. 5:9) and that when disputes arise, Christians should resolve them according to the principles set forth in Holy Scripture (Prov. 19:11; Matt. 18:15-20). We believe that these commands and principles are obligatory on all Christians and absolutely essential for the well-being and work of the church. Therefore, all disputes in this church shall be resolved according to biblical principles, as provided in this By-law. Handling problems God’s way will have an impact now and for eternity.

Matthew 18 Process – When a member of this church has a conflict with, or is concerned about the behavior of any member, excluding no one and including everyone, they shall attempt to resolve the matter as follows.

First, the offended or concerned person shall prayerfully examine themselves and take responsibility for their contribution to the problem (Matt. 7:3-5), and they shall prayerfully seek to discern whether the offense is so serious that it cannot be overlooked (Prov. 19:11).

Second, if the offense is too serious to overlook, the offended or concerned person shall go, repeatedly if necessary, and talk to the offender in an effort to resolve the matter personally and privately, having first confessed his own wrongdoing (Matt. 18:15).

Third, if the offender will not listen and if the problem is too serious to overlook, the offended or concerned person shall return with one or two other people/witnesses who will attempt to help the parties resolve their differences (Matt. 18:16); these other people/witnesses will be appointed by the Board of Elders.

Fourth, if the differences still cannot be resolved, the person(s) will be brought before the Elders in a final attempt at reconciliation. No accusation shall be heard by the Elders or any Elder unless supported by the above appointed witnesses.

If the problem is not resolved before reaching step three, the Board of Elders will determine whether it is worthy of documentation. If the problem must be brought before the Board of Elders (step four) for final disposition, documentation is mandatory.

By joining this church, all members agree that these methods shall provide the sole remedy for any dispute arising against the church and its agents, and they waive the right to file any legal action against the church in a civil court.