

# **FAITH BIBLE CHURCH**

## **DOCTRINAL STATEMENT, GOVERNMENT AND BYLAWS**

**ADOPTED: MARCH 20, 1994  
AMENDED: MAY 2003; JUNE 2011; OCTOBER 2016**

## **Article I: Name and Location**

The name of this church is Faith Bible Church. Faith Bible Church is an Oklahoma non-profit corporation, with its principal place of worship at 600 North Coltrane Road, Edmond, Oklahoma.

## **Article II: Purpose and Core Values**

Faith Bible Church, a nondenominational, evangelical church, is established to the glory of God to carry out the God-ordained responsibilities of the local church.

### **Section 1 – Purpose**

We believe the purpose of the church is to glorify God. The mission of the church for the accomplishment of this purpose is outlined in Matthew 28:16-20: Make Disciples. The making of a disciple is a twofold process. First, a person must come to a saving knowledge of Jesus Christ. Second, the believer must be instructed and nurtured in the faith. The means of accomplishing this task is our Core Values.

### **Section 2 – Core Values**

#### **Key Verses**

##### **Matthew 28:19–20**

**Therefore go and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, and teaching them to obey everything I have commanded you. And surely I am with you always, to the very end of the age.**

##### **Ephesians 4:11–12**

**It was he who gave some to be apostles, some to be prophets, some to be evangelists, and some to be pastors and teachers, to prepare (equip) God’s people for works of service, so that the body of Christ may be built up**

### **CORE VALUES STATEMENT:**

**Faith Bible Church exists to “MAKE DISCIPLES” by leading people to:**

***BELIEVE* THE GOSPEL (by trusting the saving promise in GOD’S WORD)**

***GROW* IN CHRIST (by obedience to GOD’S WORD)**

***CONNECT* WITH OTHERS (by the relational commands in GOD’S WORD)**

***SERVE* THE CHURCH AND THE WORLD (by being equipped for works of ministry in GOD’S WORD)**

## **Article III: Doctrine**

### **Section 1 - The Importance of Doctrine**

This church shall function as an independent; evangelical church committed to the Biblical truths recorded in God's inerrant and final revelation – the Holy Scriptures.

All elders must agree with the Doctrinal Statement.

Anyone who holds opposing views to the Doctrinal Statement shall refrain from teaching their views.

### **Section 2 - Doctrinal Statement**

**The Holy Scriptures** It is no accident that “Bible” is in the name of our church. We teach that the Old and New Testament Scriptures are verbally inspired of God and inerrant in the original writings, that they are the supreme and final authority in faith and life, and that the Bible is the only written revelation of God to man (2 Tim 3:16-17; 2 Pet 1:21; Psalm 119:89; John 10:35).

**The Godhead** We teach there is one God eternal, omnipotent, omnipresent, omniscient manifesting Himself in three persons - Father, Son and Holy Spirit; one in nature, equal in attributes, power and glory (Deut 6:4; Matt 28:18-19; Mark 12:29; John 1:14; 10:30; Acts 5:3-4; 2 Cor 13:14; Heb 1:1-3; Rev 1:4-6).

**Jesus Christ** We teach that the Lord Jesus Christ is God incarnate, very God and very man, that He was begotten by the Holy Spirit, born of a virgin, lived a sinless life, and offered Himself on the cross as a substitutionary sacrifice, suffering the full penalty for sinners (Isa 7:14; 9:6; 53:6; Matt 1:16; 20:28; John 1:14, 17; Rom 3:25; 5:8; 2 Cor 5:21; Gal 3:13; 4:4; 1 Tim 1:15; 2:5-6; Heb 10:12; 1 Pet 2:24; 3:18). He was raised bodily on the third day and ascended to the right hand of the Father, there to intercede for us as our Advocate and High Priest (Acts 1:9-11; Rom 1:4; 1 Cor 15:1-8; Heb 4:14-15; 7:25; 1 John 2:1-2; Rev 1:18).

**The Holy Spirit** We teach that certain well-defined ministries are committed to the Holy Spirit. He restrains evil in the world (2 Thess 2:6-7). He convicts, converts and regenerates sinners (John 16:8-10; 2 Cor 3:6). He indwells, seals, anoints, illuminates and teaches all true believers in Jesus Christ (1 Cor 6:19-20; Eph 1:13-14; 2 Cor 1:21-22; 1 John 2:27). He baptizes each believer, at the time of conversion, uniting the believer to Christ in His body (1 Cor 12:13). The Holy Spirit is the source of all power, acceptable worship and service in the Christian life. Each believer is responsible to yield control of his life to the Holy Spirit for guidance and power for holy living and service (Rom 8:9-16; 2 Cor 1:21-22; Gal 5:16, 22-23; Eph 5:18).

**Man** We teach that man was directly and immediately created by God in His image and likeness (Gen 1:26-27). Man was created as an innocent being, free from sin (Gen 2:16-17). In consequence of Adam's sin of disobedience to the revealed will of God, man lost his innocence, became subject to both imputed and inherent sin, incurred the penalty of spiritual and physical death, and became subject to the wrath of God, justly condemned in His sight, wholly unable to

save himself. Apart from God's salvation man is eternally lost (Jeremiah 17:9; John 3:36; Rom 3:9-18, 23; 6:23; 5:10-12; Eph 2:1-3; James 2:10; 1 John 1:8).

**Salvation** We teach that salvation is wholly of God by sovereign grace through faith in the Lord Jesus Christ and entirely apart from any ordinance, ritual, human merit or works. Salvation is the free gift of God, and once it is received it cannot by any means be lost. The Christian is secure in Christ forever (John 1:12-13; 3:36; 5:24; 6:37; 10:27-30; Acts 4:12; Rom 4:4-5; 5:1; 6:23; 8:1 10:9-13; 1 Cor 15:1-4; Eph 2:8-9; 4:30; 2 Tim 1:12; Titus 3:5; Heb 9:22; 13:5; 1 Pet 1:5, 18-19; 1 John 5:13; Jude 24).

**The Assembly** We teach that the universal Church consists of all true believers in the Lord Jesus from Pentecost to the Rapture. Each local assembly or church should be a miniature of the universal Church, expressing the great truths of the latter. The local assembly consists of believers in the Lord Jesus Christ who meet regularly for teaching, fellowship, breaking of bread, prayer and evangelism. Christ is the head of the assembly, and He entrusts leadership to the elders, men who are recognized as Christ's undershepherds. Each assembly is also to have deacons to serve the practical needs of the assembly (Acts 2:42-47; Acts 6:3-6; 1 Cor 12:12-13, 27; Eph 1:22-23; 5:24-25, 30; 1 Thess 5:12-13; 1 Tim 3:13; Heb 13:17).

**Ordinances** We teach there are two Christian ordinances: water baptism and the Lord's Supper (Acts 2:38-42). Christian baptism (by immersion) is the testimony of a believer showing forth in solemn and beautiful emblem his faith in the crucified, buried and risen Savior, and his union and identification with Him in the death to sin and resurrection to a new life. It is also a sign of fellowship and identification with the visible body of Christ (Matt 28:19-20; Acts 2:41-42; 8:36-39; Rom 6:1-11). We teach and practice immersion as the mode of water baptism. We teach that the Lord's Supper is the commemoration and proclamation of His death until He comes, and should always be preceded by solemn self-examination (1 Cor 11:28-32). We also believe that while Christ's flesh and blood is not present actually, the Lord's Supper is an actual communion with the risen Christ who is present in a unique way, fellowshiping with His people (1 Cor 10:16; 11:23-26).

**Satan and Fallen Angels** We teach that Satan is a created angel and the author of sin. He incurred the judgment of God by rebelling against his Creator; involving numerous angels in his fall (Job 1:6-7; Isa 14:1; 12-17; Ezek 28:11-19; Rev 12:3-4), and introducing sin into the human race by his temptation of Eve (Gen 3:1-15). We teach that Satan is the open and declared enemy of God and man (Matt 4:1-11; 25:41), the prince of this world who was defeated through the death and resurrection of Jesus Christ (Rom. 16:20; Heb 2:14), and that he will be eternally punished in the lake of fire (Isa 14:12-17; Ezek 28:11-19; Rev 20:10).

**Spiritual Gifts** We teach that Christ gives to each believer, at conversion, by the ministry of the Holy Spirit, some gift or gifts to equip him to serve the Lord and edify other believers. Gifts are given by a sovereign act of God's Spirit and not in response to the desires or prayers of men (1 Pet 4:10). It is essential that every believer discovers, develops and employs his spiritual gift or gifts for the edification of the Body and accomplishment of the work of Christ in the world. While we recognize that the existence and exercise of certain spiritual gifts is a debated and divisive issue in the Christian community today, we teach that there were two kinds of

spiritual gifts: temporary/foundational confirming gifts and permanent, edifying gifts. The permanent, edifying gifts listed in Scripture are: teaching, helps, administration, service, exhortation, giving, showing mercy, leadership, evangelism and pastor-teacher. The temporary gifts listed in 1 Corinthians 12:8-10 and Ephesians 2:20 were foundational and gradually ceased when the New Testament Scriptures were completed and their authority became established. We teach that no one possesses the gift of healing today, but that God does hear and answer prayer on the part of every believer, and will answer in accordance with His own perfect will for the sick, suffering and afflicted (Luke 18:1-6; John 5:7-9; Rom 12:6-8; 1 Cor 12:7-11; 13:8-13; 14:22; 2 Cor 12:6-10, 12; Eph 2:20; 3:5; 4:11-12; Heb 2:3-4; James 5:13-16; 1 Peter 4:10-11; 1 John 5:14-15).

**Last Things** We teach the following future events: the personal, imminent return of the Lord Jesus to rapture the Church, the tribulation period, the second coming of Christ, the millennial reign of Christ, the judgment of the lost, and the eternal state. We teach the bodily resurrection of all men, the saved to eternal life and the unsaved to eternal conscious punishment in the lake of fire (Jer 30:7; Dan 12:1-3; Matt 24:15-31; 25:31; John 14:1-3; 1 Thess 4:13-18; 2 Thess 2:1-12; Rev 19:11-16; 20:1-7; 11-15; Rev 21-22).

## **Article IV: Government**

### **Section 1 - Authority and Responsibility**

The ultimate authority for the operation of this church resides in the head of the church, the Lord Jesus Christ. For purposes of carrying out our Lord's will in the life of this church, the congregation and leadership shall have the responsibilities as outlined in these Bylaws.

### **Section 2 - Form of Church Government**

Faith Bible Church practices the form of church government known as federal, presbyterian or elder rule. Simply stated, we believe that God raises up men who are Scripturally qualified to be elders and overseers of the local church (1 Timothy 3:1-7; Titus 1:5-9), and that these God-ordained men are the spiritual leaders of the church. We believe that the terms elder, overseer and shepherd (pastor) are synonymous (Acts 20:17, 28; Titus 1:5, 7; 1 Peter 5:1-2). Therefore, we do not recognize a separate office of pastor, but rather the spiritual gift of pastor-teacher. To administer the spiritual gift of pastor-teacher, the elders shall appoint a Senior Pastor. We do recognize the office of deacon. Deacons are individuals who are assigned by the elders to exercise leadership and humble service in various areas of need within the church body. The elders may also designate women to serve as Deaconesses in various areas of the church body.

## **Article V: Congregation**

### **Section 1 - Membership**

The Board of Elders will maintain a list of Faith Bible Church's members.

**A.** Though the desire is to not make membership in the local church more difficult than membership in the universal church, for the purpose of accountability and shepherding, the visible members of Faith Bible Church will be those who:

i. Profess faith in Jesus Christ. This statement of faith (testimony) is to be shared verbally or in written form with the Board of Elders, a member of the pastoral staff, or a another group designated by the Board of Elders;

ii. Have been baptized. Because we believe baptism is a Christian's initial public identification with Jesus Christ and a sign of fellowship and identification with the visible body of Christ our church members are to be baptized believers (see Article 3, Section 2, Ordinances). Though Faith Bible practices baptism by immersion other modes of believer's baptism will be accepted;

iii. Are in general agreement with our doctrinal statement;

iv. Eagerly support the ministries of the church and follow the leadership of the Board of Elders; and

v. Maintain membership in only one local church.

**B.** The above requirements for acceptance into membership apply to the following:

i. Those transferring membership from another local church;

ii. New believers requesting baptism and membership with Faith Bible Church; and

iii. Believers not currently members of another church.

**C.** Those persons who have chosen to withdraw from membership at Faith Bible Church are asked and encouraged to notify an elder or staff member. An effort should be made by the elder or staff member to inform the withdrawing member of our desire to see them engaged in local church fellowship, whether at Faith Bible Church or another local church.

## **Section 2 – Congregational Responsibilities**

### **A. The Congregation and Decision-Making**

Since the elders are responsible to guide, oversee and manage the flock (see Article IV and Article VI), the congregation does not vote or make the final decisions on issues in the church. However, this does not mean that the congregation is uninvolved or has no input in decisions. The elders are not to act in an authoritarian manner; thus, input, feedback and counsel from the congregation is needed, encouraged and welcomed. Before the elders make any major decision, they will always solicit feedback and input from the congregation.

## **B. The Congregation and Body Life**

The primary responsibilities of the members of the congregation concerning the life of the church are to exercise their spiritual gifts, endeavor to keep the unity of the spirit, attend meetings faithfully, pursue personal holiness, give of the financial means, love one another and practice mutual help, exhortation and edification.

## **C. The Congregation and the Elders**

The members of the congregation are to appreciate the elders (1 Thessalonians 5:12), esteem them very highly in love (1 Thessalonians 5:13), obey and submit to them (Hebrews 13:17), compensate them financially when needed (1 Timothy 5:17-18), hold them accountable (1 Timothy 5:19-25) and pray for them (Hebrews 13:18).

## **Section 3 - Church Discipline**

### **A. General Statement**

Adult members of Faith Bible Church, as defined in these Bylaws, are subject to discipline by the church. While we recognize that all believers are weak in ourselves and that we all struggle with sin to some degree, we teach that serious, flagrant, unrepentant sin that negatively affects the body must be dealt with to maintain the witness of the church.

### **B. Practical Steps**

The basic steps for church discipline are outlined in Matthew 18:15-20.

- Step #1            The person with knowledge of the sin is to go to the sinning Christian in private and lovingly confront him or her about the sin, seeking repentance. If the individual repents, there is no need for anyone else to know.
  
- Step #2            If the individual refuses to respond to this initial contact, the person who initiated contact is to take one or two witnesses for a follow-up meeting. Again, the matter is to be handled in a spirit of love, seeking restoration of the sinning believer. If the individual repents, there is no need for anyone else to know.
  
- Step #3            If the individual refuses to repent, the Senior Pastor should be informed. The elders should set-up a meeting with the individual where they too lovingly call on the person to repent. During this stage the elders should be patient and give the person ample opportunity to respond. The goal is repentance and restoration not retribution.
  
- Step #4            If there is still no repentance, and the elders determine that the sin is seriously affecting the unity and/or witness of the church, the elders will send a letter to the sinning Christian indicating that at an appointed Sunday evening service the matter will be reported to the congregation for the purpose of mobilizing the entire body towards his or her restoration.

Step #5            If there is no repentance reported, an additional letter should be sent indicating that at an appointed Sunday evening service, the individual will be dismissed from the fellowship.

If repentance occurs, the Senior Pastor is to be notified immediately. If there is no report of repentance, the Senior Pastor will read a statement from the elders at the appointed Sunday evening service withdrawing fellowship from the individual.

If at any time during this process, up to 3 days before the final report to the church, the sinning Christian withdraws membership and regular attendance from Faith Bible Church in writing to the Senior Pastor, the elders will end the discipline process at that point. However, the individual cannot be reinstated as a member or regular attendee without meeting with the elders and showing evidence of repentance.

### **C. Restoration and Repentance**

After the individual's dismissal from the fellowship, the congregation should continue to pray for repentance and restoration. If at any time, the individual should indicate repentance, the Senior Pastor should be notified, and he should inform the chairman of the elders so the case may come before the elders. Upon satisfactory approval by the elders, the person will be restored to fellowship, membership, and regular attendance at a Sunday evening service.

## **Article VI: Elders**

### **Section 1 - Qualifications**

In order to qualify to serve as an elder of Faith Bible Church, an individual must: (i) be a male member of Faith Bible Church; (ii) be in full agreement with the Doctrinal Statement contained in these Bylaws; (iii), meet the Biblical qualifications in 1 Timothy 3:1-7 and Titus 1:5-9; (iv) have been known by the congregation and elders for a substantial time to demonstrate shepherding, ruling and guarding qualities; and (v) be appointed according to the selection process outlined in Section 3 of this Article VI.

### **Section 2 – Number and Tenure**

Faith Bible Church shall have no less than three (3) elders. Elders are appointed to serve for a term of three (3) years. After a one (1) year break from service, an elder is eligible to be reappointed to the eldership. An exception to this rule is the Senior Pastor who serves Faith Bible Church full-time and is therefore a permanent elder and does not rotate off the elder board as long as he is employed by the church. When needed to balance elder rotation, an elder may be appointed for a term of one (1) or two (2) years or extended to four (4) years.

### **Section 3 - Process for Appointing Elders**

Elders of Faith Bible Church shall be selected and appointed according to the following process:

**A.** Adults who regularly fellowship at Faith Bible Church should always be prayerfully considering the men God is raising up to serve as elders. The qualifications in 1 Timothy 3:1-7 should be prayerfully considered. In March of each year, the elders will remind the congregation to identify the men they believe God has raised up as elders.

**B.** On or before the first Sunday in April of each year, each adult member of the church may submit a list of the men he/she believes God has raised up to shepherd the congregation. The list should be signed and placed in the offering slot. Members are encouraged to interview each prospective elder concerning his views on various doctrinal, theological and practical matters.

**C.** The feedback from the congregation will be collated by the elders with each elder receiving a copy of the results.

**D.** By the first Sunday in May each year, after considering the counsel from the congregation and their own judgment, the elders will interview each prospective elder, and then nominate the men they believe the Spirit of God has selected to serve in the eldership.

**E.** The list of prospective elders will be posted openly in the church building for two (2) weeks. Any member of the congregation who questions a prospective elder's qualifications under Section 1 of this Article VI should bring their concern to the attention of the elders.

**F.** If the elders are satisfied that each prospective elder is qualified, the prospective elders will be ordained as elders by the existing eldership in May or June during a regular Sunday morning service of the church. New elders will assume office when they are ordained. Outgoing elders will resign their office at the same time.

#### **Section 4 - Resignation, Removal, and Vacancies**

##### **A. Resignation**

Any elder may resign at any time by giving written notice of his resignation to the Chairman of the Board or the Senior Pastor. Any such resignation shall take effect at the time specified therein or, if the time when it shall become effective shall not be specified therein, immediately upon its receipt. Unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

##### **B. Removal**

An elder will be removed from office during his time of service if: (i) he is judged guilty of serious sin by the other elders (1 Timothy 5:19-21); (ii) he is found to be unqualified according to Scripture (1 Timothy 3:1-7); (iii) he disagrees with any aspect of the doctrinal statement set forth in these Bylaws; or (iv) he consistently neglects his duties as an elder.

##### **C. Vacancies**

A vacancy shall be deemed to exist in case of the death, resignation, or removal of any elder. The remaining elders shall determine whether the vacancy must be filled immediately.

## **Section 5 – Functions**

Elders are not to serve under compulsion, for financial gain, or in an authoritarian fashion (1 Peter 5:1-3). Elders are to oversee, guide, lead and guard the congregation of Faith Bible Church. They are also to teach the Word of God (Acts 6:3-4; 1 Timothy 5:17), exhort and refute (Titus 1:9), protect from false teaching (Acts 20:28-32), determine church policy and doctrine (Acts 15:2, 4, 6, 22-23), oversee the finances (Acts 11:27-30), appoint elders and deacons (1 Timothy 4:14), shepherd the flock (1 Peter 5:2), provide an example for all (1 Peter 5:3), pray for the members of the assembly (Acts 6:4; James 5:13-15), and lead the assembly in unity (1 Corinthians 1:10; Philippians 1:27).

## **Section 6 - Decision Making**

The elders are not to operate by majority rule or majority vote. The elders are to have the mind of Christ and be guided by the same Spirit. Therefore, all decisions of the elders must be made by unanimous consent. Unity and harmony in the church at large begins with the elders. In areas of potential conflict of interest, an elder will not participate.

## **Section 7 - Chairman of the Board of Elders**

At the first meeting of the new elder board, the elders shall elect one of the elders to be the Chairman of the Board. The Chairman shall be responsible for calling elder meetings, establishing the agenda for elder meetings, and appointing committee members with the consent of the elders. The Chairman shall have signature authority for Faith Bible Church, as designated by the elders. Otherwise, the Chairman shall have no more or no less authority than any of the other elders. The Senior Pastor shall not serve as the Chairman.

## **Section 8 – Meetings**

### **A. Place of Meeting**

Regular meetings of the elders shall be held at Faith Bible Church, or other location designated from time to time by resolution of the elders. Special meetings of the elders may be held either at a place so designated or at the principal office.

### **B. Regular Meetings**

The regular meetings of the elders shall be held on such date and at such time as the elders shall prescribe. Regular meetings may be held without notice at such time as determined by the elders.

### **C. Special Meetings**

Special meetings of the elders may be called for any purpose at any time by the Senior Pastor or Chairman of the Board, or if both are absent or unable to act, by any elder upon three days' written notice. No business shall be considered at any special meeting other than the purposes mentioned in the notice given to each elder of the meeting, except upon the unanimous consent of all elders.

#### **D. Notice of Special Meetings**

Notice of the time, place and the purposes of all special meetings shall be given orally or in writing to each elder. In case such notice is mailed, it shall be deposited in the United States Mail in the place in which the principal office of Faith Bible Church is located at least three (3) days prior to the time of the holding of the meeting, charges prepaid, addressed to the elder at his last known address. In case such notice is delivered orally in person, it shall be so delivered at least twenty-four (24) hours prior to the time of the holding of the meeting.

#### **E. Waiver of Notice**

Any actions taken or approved at any regular or special meeting of the elders, however called and noticed or wherever held, shall be as valid as though had at a meeting duly held after regular call and notice, if a quorum be present and if, either before or after the meeting, each of the absent elders signs a written waiver of notice or a consent to holding such meeting or an approval of the minutes thereof. All such waivers, consents or approvals shall be filed with the corporate records or made a part of the minutes of the meeting. If an elder does not receive notice of a meeting, but attends and participates in the meeting, he shall be deemed to have waived notice of the meeting.

#### **F. Quorum**

At all meetings of the elders, a quorum shall consist of a majority of the entire number of elders.

#### **G. Adjournment**

A quorum of the elders may adjourn any elders' meeting to reconvene at a stated day and hour. Provided, however, that in the absence of a quorum a majority of the elders present at any regular or special elders meeting may adjourn to a later date but may not transact any business until a quorum has been secured. At any adjourned meeting at which a required number of elders shall be present, any business may be transacted which might have been transacted at the meeting as originally notified. Notice of the time and place of holding an adjourned meeting need not be given to absent elders if the time and place be fixed at the meeting adjourned.

#### **H. Participation in Meetings by Telephone**

Any one or more elders may participate in a meeting of the elders or a committee by means of conference telephone or similar communications equipment allowing all persons participating in the meeting to hear each other at the same time. Participation by such means shall constitute presence in person at a meeting.

#### **I. Action Without Meeting**

Any action required or permitted to be taken at a meeting of the elders may be taken without a meeting if all elders shall individually or collectively consent to such action by signing a written record or memorandum thereof. Such record or memorandum shall have the same effect as a unanimous vote of the elders and shall be made a part of the corporate records.

#### **J. Committees**

The elders may designate one or more committees consisting of two or more elders. A committee shall have such purposes, obligations, and powers as determined by the elders. Each committee shall comply with the same procedural rules set forth in this Section 8 of Article VI.

## **Section 9 - Corporate Members, Directors and Trustees**

Faith Bible Church is not a membership organization. Where required, the elders shall be considered to be the members, directors, and trustees of Faith Bible Church.

## **Article VII: Senior Pastor, Pastors, Staff**

### **Section 1 - Senior Pastor**

#### **A. Position**

Elder and deacon are the only offices of this church; therefore, we do not recognize a separate office of pastor, but rather the spiritual gift of pastor-teacher. To administer the spiritual gift of pastor-teacher, the elders shall appoint a Senior Pastor. However, the Senior Pastor of the church shall be an elder of the church as long as he is Biblically qualified. The Senior Pastor shall serve as one of the elders and shall have no more or no less authority than any other elder and shall not act alone in matters of exercising authority belonging to the elder board.

#### **B. Call and Dismissal**

The Senior Pastor shall be appointed by the elders of the church with extensive input, feedback and counsel from the congregation. The Senior Pastor shall continue in his function as a pastor and in his office as an elder as long as he is Biblically qualified and as long as both the Senior Pastor and the elders agree to continue the relationship.

#### **C. Responsibility**

The primary responsibilities of the Senior Pastor shall be to devote himself to the study and exposition of the Word of God and to exercise pastoral oversight as any other elder of the church. He shall have other duties as specified by his Position Statement in the Bylaws.

### **Section 2 - Other Pastors**

#### **A. Position**

The elders may call other pastors to the church as the church has the need and the resources. Generally these men will meet the biblical qualifications for elders as well as being gifted as teachers or skilled in a particular ministry.

#### **B. Call or Dismissal**

They shall be appointed by the elders with input and feedback from the congregation, especially those who will serve with the pastor or directly benefit from his ministry. Each pastor appointed by the elders shall continue in his function as a pastor as long as he is Biblically qualified and as long as both the pastor and the elders agree to continue the relationship.

#### **C. Responsibility**

The pastor's responsibility shall be specified in his position statement as an attachment to the Bylaws.

### **Section 3 - Other Staff**

The elders may hire or contract for other workers in ministry or other functions as the church has needs and resources. The elders will establish Position Statements for all such workers as an attachment to the Bylaws.

## **Article VIII: Other Councils and Committees**

### **Section 1 - Councils and Committees**

To promote efficient handling of elder matters, the elders may appoint various councils and committees from within its membership, the staff, and from the church at large. These councils and committees shall perform tasks solely in accordance with the duties and powers specifically delegated by the elders. All councils and committees shall exist for the period specified by the elders. The general functions of councils and committees are:

- (a) To bring considered recommendations to the elders concerning ministries.
- (b) To provide a wider base of counsel to elders having the oversight of specific ministries.

### **Section 2 - Deacons**

#### **A. Qualifications**

Deacons must be members of the congregation who meet the qualifications in 1 Timothy 3:8-13.

#### **B. Positions**

Service positions requiring capable spiritual leadership shall be established by the elders as the need for such positions becomes apparent.

#### **C. Selection**

The elders of the church are charged with the responsibility of appointing and dismissing deacons.

#### **D. Tenure**

The tenure of the deacons will be reviewed by the elders annually.

#### **E. Responsibility**

The deacons shall be responsible to the elders and shall meet with the elders for the purpose of reporting on the progress of their ministry and direction in areas requested on an as needed basis.

## **Article IX: Officers**

### **Section 1 - Officers**

The officers of the church shall be a Chairman, a Secretary, and a Treasurer. The church may also have, at the discretion of the elders, other officers as may be appointed in accordance with the provisions of Section 2 of this Article IX.

### **Section 2 - Appointment**

The officers of the church, shall be chosen annually by, and shall serve at, the pleasure of the elders. Each officer shall hold his office until he shall resign, be removed, or become otherwise disqualified to serve, or until his successor shall be appointed and qualified.

### **Section 3 - Removal and Resignation**

Any officer may be removed upon disqualification and removal as an elder per Section 4 of Article VI of these Bylaws. Any officer may resign at any time without prejudice to the rights, if any, of the church under any contract to which the officer is a party, by giving written notice to the elders, the Chairman or the Secretary of the church. Any such resignation shall take effect at the date of the receipt of such notice or at any later time specified therein; and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

### **Section 4 - Treasurer**

The Treasurer will normally meet the qualifications of a deacon. The Treasurer shall manage the receipt of all funds, the payment of all disbursements and all investments. Subject to the approval of the elders, the Treasurer shall establish written policies for the management of his office and appoint workers. The Treasurer will make certain that all receipt and disbursement of funds are handled honestly, legally and above reproach. The Treasurer's office will operate as openly as possible while respecting the privacy of individual donors. The Treasurer will advise the elders on staff compensation, property acquisition and development, long term financing and other economic matters. The Treasurer shall submit an annual budget proposal to the elders. The Treasurer shall have signature authority for the church as designated by the elders.

### **Section 5 - Secretary**

The Secretary will normally meet the qualifications of a deacon. The Secretary shall be the official recorder and custodian of the minutes of elder and congregational meetings.

## **Article X: Other Provisions**

### **Section 1 - Policies**

The elders will establish official written Policies including Position Statements for personnel for the efficient management of the church. The Policies are considered as part of these Bylaws and will be added or amended according to Section 4.B. of this Article X. Since policies are not of general interest, they will be published separately and will not be widely distributed. However, they will be open to any member of the congregation.

### **Section 2 - Endorsement of Documents, Contracts**

In addition to the Chairman of the Board, the elders may authorize any officer or officers, agent or agents, to enter into any contract or execute any instrument in the name of and on behalf of the church. Such authority may be general or confined to specific instances. Unless so authorized by the elders, no officer, agent or employee, other than the Chairman of the Board, shall have any power or authority to bind the church by any contract or agreement, or to pledge its credit, or to render it liable for any purpose or to any amount.

Subject to the provisions of applicable law, any note, mortgage, evidence of indebtedness, contract, conveyance, or other instrument in writing and any assignment or endorsement thereof executed or entered into between this church and any other person, when signed jointly by the Chairman and the Secretary of the church shall be valid and binding on this church in the absence of actual knowledge on the part of the person that the signing officers had no authority to execute the same.

### **Section 3 - Construction and Definitions**

Unless the context otherwise requires, the general provisions, rules of construction and definitions contained in the general provisions of the Oklahoma General Corporation Act and Sections 561 through 575 of Title 18 of the Oklahoma Statutes shall govern the construction of these Bylaws.

### **Section 4 - Amendments**

**A.** Amendments to Articles I through IX and this Section 4.A. are to be undertaken only with deliberate and extended consideration. A proposed amendment must be first approved by the elders. It then must then be posted and made available to the congregation in written form at least four weeks prior to a business meeting where the amendment is presented to the congregation for discussion and feedback. The elders must then re-approve the amendment along with any modifications resulting from the congregational input. The final amendment must be made available to the congregation.

**B.** The elders may amend this Article X, other than Section 4.A. hereof, at any regularly scheduled meeting.