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# CONSTITUTION & BY-LAWS

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Adopted March 26, 2017  
Houston, PA 15342

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## CONSTITUTION

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### PREAMBLE

We believe that the purpose of God, our Heavenly Father, is to call His children out of the world to become the Body, the Church of our Lord Jesus Christ, built and established upon the foundation of the Apostles and the Prophets, with Jesus Christ Himself being the Chief Cornerstone.

We further believe that members of the Body, the Church, are enjoined to assemble themselves for worship, fellowship, counsel, and instruction in the Word of God, where the Holy Spirit may be honored according to our distinctive testimony; to assume our share of the responsibility and the privilege of advancing the Gospel of Jesus Christ by all available means, both at home and in foreign lands.

Our functioning model is like that of a family. While we recognize that this Constitution and By-Laws are necessary for proper order, we affirm that the attitudes of love, honor, and respect are the true foundation for any healthy group of people who seek to fulfill God's purpose.

This Constitution and By-Laws outline the guidelines the Church employs for members, for defining and selecting key leaders, and for governing any procedures enacted. In addition, this Constitution and By-Laws provide accountability for ministry leaders and detail key information for the Church body. While impossible to anticipate all future contingencies, the intent of this Constitution and By-Laws is to provide flexibility to meet long-term changing needs.

We recognize ourselves as a local Church in fellowship with and part of the **General Council of the Assemblies of God** with National Headquarters located at Springfield, Missouri, and as an active member of the **Pennsylvania-Delaware District Council of the Assemblies of God**.

### ARTICLE 1. Name

The corporate name of this Church shall be known as **Central Assembly of God, Inc.** and shall have all the powers of a nonprofit corporation organized under 501(c)(3) and under the Pennsylvania Nonprofit Corporation Law of 1988, as it may be amended from time to time.

### ARTICLE 2. Prerogatives

#### **Section 1. Self-Government**

This Church shall have the right to govern itself according to the standards of the New Testament Scriptures, *"endeavoring to keep the unity of the faith, and of the knowledge of the Son of God, unto a perfect man, unto the measure of the stature of the fullness of Christ"* (Ephesians 4:3,13).

#### **Section 2. Property**

This Church shall have the right to purchase or acquire by gift, bequest or otherwise, either directly or as trustee, and to own, hold in trust, use, sell, convey, mortgage, lease, or otherwise dispose of any real estate or chattels as may be necessary for the furtherance of its purposes in accordance with this Constitution and By-Laws.

## ARTICLE 3. Statement of Faith

The Bible is our all-sufficient rule for faith and practice, and the final source of all that we believe. This Statement of Faith follows the Assemblies of God 16 Fundamental Truths and is intended simply as a basis of fellowship among us (i.e. that we all speak the same thing, 1 Corinthians 1:10; Acts 2:42). The phraseology employed in this Statement is not inspired but the truth set forth is held to be essential to a full-gospel ministry. No claim is made that this Statement includes all Biblical truth, only that it is sufficient as related to these fundamental doctrines. For purposes of Central Assembly of God's faith, doctrine, practice, policy, and discipline, our Elder Team is Central Assembly of God's final interpretive authority on the Bible's meaning and application.

### 1. The Scriptures Inspired

*The Scriptures, both the Old and New Testaments, are verbally inspired of God and are the revelation of God to man, the infallible, authoritative rule of faith and conduct (2 Timothy 3:15-17; 1 Thessalonians 2:13; 2 Peter 1:21).*

### 2. The One True God

*The one true God has revealed Himself as the eternally self-existent "I AM," the Creator of heaven and earth and the Redeemer of mankind. He has further revealed Himself as embodying the principles of relationship and association as Father, Son, and Holy Spirit (Deuteronomy 6:4; Isaiah 43:10,11; Matthew 28:19; Luke 3:22).*

#### THE ADORABLE GODHEAD

- a. **Terms Defined:** *The terms trinity and persons, as related to the Godhead, while not found in the Scriptures, are words in harmony with Scripture, whereby we may convey to others our immediate understanding of the doctrine of Christ respecting the Being of God, as distinguished from "gods many and lords many." We therefore may speak with propriety of the Lord our God, who is One Lord, as a Trinity or as one Being of three persons, and still be absolutely scriptural (examples, Matthew 28:19; 2 Corinthians 13:14; John 14:16,17).*
- b. **Distinction and Relationship in the Godhead:** *Christ taught a distinction of persons in the Godhead which He expressed in specific terms of relationship, as Father, Son, and Holy Spirit, but that this distinction and relationship, as to its mode is inscrutable and incomprehensible, because unexplained (Luke 1:35; 1 Corinthians 1:24; Matthew 11:25-27; 28:19; 2 Corinthians 13:14; 1 John 1:3,4).*
- c. **Unity of the One Being of Father, Son, and Holy Spirit:** *Accordingly, therefore, there is that in the Father which constitutes Him the Father and not the Son; there is that in the Son which constitutes Him the Son and not the Father; and there is that in the Holy Spirit which constitutes Him the Holy Spirit and not either the Father or the Son. Wherefore, the Father is the Begetter; the Son is the Begotten; and the Holy Spirit is the One proceeding from the Father and the Son. Therefore, because these three persons in the Godhead are in a state of unity, there is but one Lord God Almighty and His name one (John 1:18; 15:26; 17:11, 21; Zechariah 14:9).*
- d. **Identity and Cooperation in the Godhead:** *The Father, the Son, and the Holy Spirit are never identical as to person; nor confused as to relation; nor divided in respect to the Godhead; nor opposed as to cooperation. The Son is in the Father and the Father is in the Son as to relationship. The Son is with the Father and the Father is with the Son, as to fellowship. The Father is not from the Son, but the Son is from the Father, as to authority. The Holy Spirit is from the Father and the Son proceeding, as to nature, relationship, cooperation, and authority. Hence, no person in the Godhead either exists or works separately or independently of the others (John 5:17-30,32, 37; 8:17,18).*
- e. **The Title, Lord Jesus Christ:** *The appellation Lord Jesus Christ, is a proper name. It is never applied in the New Testament either to the Father or to the Holy Spirit. It therefore belongs exclusively to the Son of God (Romans 1:1-3, 7; 2 John 3).*
- f. **The Lord Jesus Christ, God With Us:** *The Lord Jesus Christ, as to His divine and eternal nature, is the proper and only Begotten of the Father, but as to His human nature, He is the proper Son of Man. He is, therefore, acknowledged to be both God and man; who because He is God and man, is "Immanuel," God with us (Matthew 1:23; 1 John 4:2,10,14; Revelation 1:13,17).*
- g. **The Title, Son of God:** *Since the name Immanuel embraces both God and man, in the one person, our Lord Jesus Christ, it follows that the title Son of God describes His proper deity, and the title Son of Man, His proper humanity. Therefore, the title Son of God belongs to the order of eternity, and the title Son of Man to the order of time (Matthew 1:21-23; 2 John 3; 1 John 3:8; Hebrews 7:3; 1:1-13).*
- h. **Transgression of the Doctrine of Christ:** *Wherefore, it is a transgression of the doctrine of Christ to say that Jesus Christ derived the title Son of God solely from the fact of the Incarnation, or because of His relation to the economy of redemption. Therefore, to deny that the Father is a real and eternal Father, and that the Son is a real and eternal Son, is a denial of the distinction and relationship in the Being of God; a denial of the Father and the Son; and a displacement of the truth that Jesus Christ is come in the flesh (2 John 9; John 1:1,2,14,18,29,49; 1 John 2:22,23; 4:1-5; Hebrews 12:2).*
- i. **Exaltation of Jesus Christ as Lord:** *The Son of God, our Lord Jesus Christ, having by Himself purged our sins, sat down on the right hand of the Majesty on high, angels and principalities and powers having been made subject unto Him. And having been made both Lord and Christ, He sent the Holy Spirit that we, in the name of Jesus, might bow our knees and confess that Jesus Christ is Lord to the glory of God the Father until the end, when the Son shall become subject to the Father that God may be all in all (Hebrews 1:3; 1 Peter 3:22; Acts 2:32- 36; Romans 14:11; 1 Corinthians 15:24-28).*
- j. **Equal Honor to the Father and to the Son:** *Wherefore, since the Father has delivered all judgment unto the Son, it is not only the express duty of all in heaven and on earth to bow the knee, but it is an unspeakable joy in the Holy Spirit to ascribe unto the Son all the attributes of deity, and to give Him all the honor and the glory contained in all the names and titles of the Godhead except those which express relationship (see paragraphs b, c, and d), and thus honor the Son even as we honor the Father (John 5:22,23; 1 Peter 1:8; Revelation 5:6-14; Philippians 2:8,9; Revelation 7:9,10; 4:8-11).*

### 3. The Deity of the Lord Jesus Christ

The Lord Jesus Christ is the eternal Son of God. The Scriptures declare:

- a. His virgin birth (Matthew 1:23; Luke 1:31,35).
- b. His sinless life (Hebrews 7:26; 1 Peter 2:22).
- c. His miracles (Acts 2:22; 10:38).
- d. His substitutionary work on the cross (1 Corinthians 15:3; 2 Corinthians 5:21).
- e. His bodily resurrection from the dead (Matthew 28:6; Luke 24:39; 1 Corinthians 15:4).
- f. His exaltation to the right hand of God (Acts 1:9,11; 2:33; Philippians 2:9-11; Hebrews 1:3).

### 4. The Fall of Man

Man was created good and upright; for God said, "Let us make man in our image, after our likeness." However, man by voluntary transgression fell and thereby incurred not only physical death but also spiritual death, which is separation from God (Genesis 1:26,27; 2:17; 3:6; Romans 5:12-19).

### 5. The Salvation of Man

Man's only hope of redemption is through the shed blood of Jesus Christ the Son of God.

- a. **Conditions to Salvation** - Salvation is received through repentance toward God and faith toward the Lord Jesus Christ. By the washing of regeneration and renewing of the Holy Spirit, being justified by grace through faith, man becomes an heir of God according to the hope of eternal life (Luke 24:47; John 3:3; Romans 10:13-15; Ephesians 2:8; Titus 2:11; 3:5-7).
- b. **The Evidences of Salvation** - The inward evidence of salvation is the direct witness of the Spirit (Romans 8:16). The outward evidence to all men is a life of righteousness and true holiness (Ephesians 4:24; Titus 2:12).

### 6. The Ordinances of the Church

- a. **Baptism in Water** - The ordinance of baptism by immersion is commanded in the Scriptures. All who repent and believe on Christ as Savior and Lord are to be baptized. Thus they declare to the world that they have died with Christ and that they also have been raised with Him to walk in newness of life (Matthew 28:19; Mark 16:16; Acts 10:47,48; Romans 6:4).
- b. **Holy Communion** - The Lord's Supper, consisting of the elements—bread and the fruit of the vine—is the symbol expressing our sharing the divine nature of our Lord Jesus Christ (2 Peter 1:4); a memorial of His suffering and death (1 Corinthians 11:26); and a prophecy of His second coming (1 Corinthians 11:26); and is enjoined on all believers "till He come!"

### 7. The Baptism in the Holy Spirit

All believers are entitled to and should ardently expect and earnestly seek the promise of the Father, the baptism in the Holy Spirit and fire, according to the command of our Lord Jesus Christ. This was the normal experience of all in the early Christian church. With it comes the endowment of power for life and service, the bestowment of the gifts and their uses in the work of the ministry (Luke 24:49; Acts 1:4,8; 1 Corinthians 12:1-31). This experience is distinct from and subsequent to the experience of the new birth (Acts 8:12-17; 10:44-46; 11:14-16; 15:7-9). With the baptism in the Holy Spirit come such experiences as an overflowing fullness of the Spirit (John 7:37-39; Acts 4:8), a deepened reverence for God (Acts 2:43; Hebrews 12:28), an intensified consecration to God and dedication to His work (Acts 2:42), and a more active love for Christ, for His Word, and for the lost (Mark 16:20).

### 8. The Initial Physical Evidence of the Baptism in the Holy Spirit

The baptism of believers in the Holy Spirit is witnessed by the initial physical sign of speaking with other tongues as the Spirit of God gives them utterance (Acts 2:4). The speaking in tongues, in this instance, is the same in essence as the gift of tongues (1 Corinthians 12:4-10,28), but different in purpose and use.

### 9. Sanctification

Sanctification is an act of separation from that which is evil, and of dedication unto God (Romans 12:1, 2; 1 Thessalonians 5:23; Hebrews 13:12). Scriptures teach a life of "holiness without which no man shall see the Lord" (Hebrews 12:14). By the power of the Holy Spirit we are able to obey the command: "Be ye holy, for I am holy" (1 Peter 1:15,16). Sanctification is realized in the believer by recognizing his identification with Christ in His death and resurrection, and by faith reckoning daily upon the fact of that union, and by offering every faculty continually to the dominion of the Holy Spirit (Romans 6:1-11,13; 8:1,2,13; Galatians 2:20; Philippians 2:12,13; 1 Peter 1:5).

### 10. The Church and Its Mission

The Church is the body of Christ, the habitation of God through the Spirit, with divine appointments for the fulfillment of her Great Commission. Each believer, born of the Spirit, is an integral part of the general assembly and church of the firstborn, which are written in heaven (Ephesians 1:22,23; 2:22; Hebrews 12:23).

Since God's purpose concerning man is to seek and to save that which is lost, to be worshiped by man, to build a body of believers in the image of His Son, and to demonstrate His love and compassion for all the world, the priority reason-for-being of the Assemblies of God as part of the Church is:

- a. To be an agency of God for evangelizing the world (Acts 1:8; Matthew 28:19,20; Mark 16:15,16).
- b. To be a corporate body in which man may worship God (1 Corinthians 12:13).
- c. To be a channel of God's purpose to build a body of saints being perfected in the image of His Son (Ephesians 4:11-16; 1 Corinthians 12:28; 14:12).
- d. To be a people who demonstrate God's love and compassion for all the world (Psalms 112:9; Galatians 2:10; 6:10; James 1:27).

The Assemblies of God exists expressly to give continuing emphasis to this reason-for being in the New Testament apostolic pattern by teaching and encouraging believers to be baptized in the Holy Spirit. This experience:

- a. Enables them to evangelize in the power of the Spirit with accompanying supernatural signs (Mark 16:15-20; Acts 4:29-31; Hebrews 2:3,4).
- b. Adds a necessary dimension to a worshipful relationship with God (1 Corinthians 2:10-16; 1 Corinthians 12-14).
- c. Enables them to respond to the full working of the Holy Spirit in expression of fruit and gifts and ministries as in New Testament times for the edifying of the body of Christ and care for the poor and needy of the world (Galatians 5:22-26; Matthew 25:37-40; Galatians 6:10; 1 Corinthians 14:12; Ephesians 4:11,12; 1 Corinthians 12:28; Colossians 1:29).

### 11. The Ministry

A divinely called and scripturally ordained ministry has been provided by our Lord for the fourfold purpose of leading the Church in: (1) evangelization of the world (Mark 16:15-20), (2) worship of God (John 4:23,24), (3) building a Body of saints being perfected in the image of His Son (Ephesians 4:11,16), and (4) Meeting human need with ministries of love and compassion (Psalms 112:9; Galatians 2:10; 6:10; James 1:27).

### **12. Divine Healing**

*Divine healing is an integral part of the gospel. Deliverance from sickness is provided for in the Atonement and is the privilege of all believers (Isaiah 53:4,5; Matthew 8:16,17; James 5:14-16).*

### **13. The Blessed Hope**

*The resurrection of those who have fallen asleep in Christ and their translation together with those who are alive and remain unto the coming of the Lord is the imminent and blessed hope of the Church (1 Thessalonians 4:16,17; Romans 8:23; Titus 2:13; 1 Corinthians 15:51,52).*

### **14. The Millennial Reign of Christ**

*The second coming of Christ includes the rapture of the saints, which is our blessed hope, followed by the visible return of Christ with His saints to reign on the earth for one thousand years (Zechariah 14:5; Matthew 24:27,30; Revelation 1:7; 19:11-14; 20:1-6). This millennial reign will bring the salvation of national Israel (Ezekiel 37:21,22; Zephaniah 3:19,20; Romans 11:26,27) and the establishment of universal peace (Isaiah 11:6-9; Psalm 72:3-8; Micah 4:3,4).*

### **15. The Final Judgment**

*There will be a final judgment in which the wicked dead will be raised and judged according to their works. Whosoever is not found written in the Book of Life, together with the devil and his angels, the beast and the false prophet, will be consigned to everlasting punishment in the lake which burns with fire and brimstone, which is the second death (Matthew 25:46; Mark 9:43-48; Revelation 19:20; 20:11-15; 21:8).*

### **16. The New Heavens and the New Earth**

*"We, according to His promise, look for new heavens and a new earth, wherein dwelled righteousness" (2 Peter 3:13; Revelation 21,22).*

## **ARTICLE 4. Stance on Humanity**

### **Section 1. Statement on Marriage, Gender, and Sexuality**

We believe that God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God. (Genesis 1:26-27) Rejection of one's biological sex is a rejection of the image of God within that person.

Consequently, Central Assembly of God members must affirm their biological sex and refrain from any and all attempts to physically change, alter, or disagree with their predominant biological sex, including but not limited to, participating in elective sex-reassignment, transvestite, transgender, or non-binary "genderqueer" acts or conduct. (Gen. 1:26-28, Rom. 1:26-32, 1 Cor. 6:9-11)

We believe that the term "marriage" has only one meaning, the uniting of one biological man and one biological woman in a single, exclusive union as delineated in Scripture. (Gen. 2:18-25) We believe that God intends sexual intimacy to occur only between a biological man and woman who are married to each other. (1 Cor. 6:18, 7:2-5; Heb. 13:4) We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a biological man and woman.

We believe that any form of sexual immorality (including adultery, fornication, homosexual behavior, bisexual conduct, bestiality, incest, and use of pornography) is sinful and offensive to God. (Matt. 15:18-20; 1 Cor. 6:9-10)

We believe that to preserve the function and integrity of Central Assembly of God as the local Body of Christ, and to provide a Biblical role model to the Central Assembly of God members and the community, it is imperative that all persons employed by Central Assembly of God, or who serve as volunteers agree to and abide by this Statement on Marriage, Gender, and Sexuality. (Matt. 5:16; Phil. 2:14-16; 1 Thess. 5:22)

We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ. (Acts 3:19-21; Rom. 10:9-10; 1 Cor. 6:9-11)

We believe that every person must be afforded compassion, love, kindness, respect, and dignity. (Mark 12:28-31; Luke 6:31) Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with Scripture nor the doctrines of Central Assembly of God.

### **Section 2. Statement on the Sanctity of Human Life**

We believe that all human life is sacred and created by God in His image. Human life is of inestimable worth in all its dimensions, including pre-born babies, the aged, the physically or mentally challenged, and every other stage or condition from conception through natural death. We are therefore called to defend, protect, and value all human life. (Ps.139)

## **ARTICLE 5. Ordinances**

### **Section 1. Baptism in Water**

The Ordinance of Baptism by immersion should be observed as commanded in the Scripture, by all who have fully repented and believed on the Lord Jesus Christ. (Matthew 28:19; Acts 2:37, 38; Romans 6:3-5)

### **Section 2. Holy Communion**

The Ordinance of the Lord's Supper should be regularly observed as enjoined on the believers according to the Scriptures. (Luke 22:19, 20; I Corinthians 11:23-26)

## **ARTICLE 6. Recognized Practices**

### **Section 1. Child Dedication**

Infants and small children may be dedicated to the Lord in this Church whenever requested. (Mark 10:13-16; Luke 18:15, 16)

### **Section 2. Prayer for the Sick**

The sick should be prayed for, with the anointing oil and laying on of hands, upon their request. (Mark 16:18; James 5:14)

## **ARTICLE 7. Membership**

Membership in this Church shall be open to all who give evidence of their faith in the Lord Jesus Christ and of their regeneration by the Spirit of God, and who shall voluntarily subscribe to the Statement of Faith, and the Standard of Membership, while agreeing to be governed by this Constitution and By-Laws.

## **ARTICLE 8. Elected Officers**

### **Section 1. The Elder Team**

There shall be an Elder Team of not less than four (4) and no more than seven (7), in addition to the Lead Pastor who serves as the Chairman. The Elder Team shall be committed to the spiritual and financial management of the Church. The Elder Team shall act as the Official Board of Directors for this Church.

### **Section 2. The Deacon Team**

The Deacon Team shall be composed of not less than five (5) nor more than nine (9), in addition to the Administrative Pastor and Facilities Manager. The Deacon Team shall be the custodians of all the Church property. The Lead Pastor or his appointed designee shall chair all the Deacon Team meetings.

### **ARTICLE 9. Departments and Committees**

This Church shall hereby provide for the establishment of departments and committees as the needs of the ministry may require. All such departments shall be subordinate to this Church and shall contribute to the harmony and development of the whole. They shall be under the general supervision of the Lead Pastor and Elder Team. The Lead Pastor shall be the ex-officio chairman of all committees and departments. All officers of these departments and committees shall be active members of this Church.

### **ARTICLE 10. Property Rights**

#### **Section 1. Purchase and Lease**

All property of the Church, real or chattel, shall be deeded to this Church and held in its corporate name. No real property shall be purchased or leased, nor shall a contract to purchase or lease real property be valid unless the same is first authorized by a two-thirds (2/3) vote of the ballots cast at any annual or special business meeting.

#### **Section 2. Sale and Lease**

No real property of the church shall be sold, leased, mortgaged or otherwise alienated unless the same is first authorized by a two-thirds (2/3) vote of the ballots cast at any annual or special business meeting.

#### **Section 3. Documentation**

The Lead Pastor and Secretary of the Elder Team shall certify in all documentation relating to the purchase, sale, lease, or mortgage that the same has been duly authorized in accordance with this Constitution and By-Laws. Such certification shall be held to be conclusive evidence thereof.

#### **Section 4. Dissolution**

In the event that the Church ceases to meet for worship as a church body for two consecutive months, with the exception of our buildings being destroyed by a catastrophic event, the said property, real or chattel, shall revert to the Pennsylvania-Delaware District of the Assemblies of God, Inc., located in Mechanicsburg, Pennsylvania. The Pennsylvania-Delaware District shall forthwith have full authority to use or dispense of the property at their discretion. In the event of the sale of said property by the Pennsylvania-Delaware District of the Assemblies of God, the proceeds derived thereof shall be used by the Pennsylvania-Delaware District of the Assemblies of God in the furtherance of the Gospel of Christ.

#### **Section 5. Division**

In the event the church should be divided over doctrinal or other issues, the property of the church shall remain with the group adhering to the Statement of Faith as stated above.

### **ARTICLE 11. Amendments**

All proposed amendments must be submitted in writing to the Secretary of the Elder Team at least thirty (30) days prior to any business meeting. The Elder Team shall have the authority in its sole discretion to accept, reject or revise any proposed amendment. Any proposed amendment that the Elder Team decides to present to the membership at any business meeting shall be provided in writing or read aloud at all worship services of the Church on at least the two (2) Sundays preceding the day of the business meeting. Any proposed amendment shall be adopted by an affirmative two-thirds (2/3) vote of the ballots cast at any business meeting.

No proposed amendment to this Constitution shall be presented at any regular or special or emergency business meeting unless the requirements of this paragraph have been complied with.

No proposed amendment to any proposed amendment shall be permitted at any business meeting except for those which relate to clarification of the proposed amendment or correction of a drafter's error. The Elder Team shall be the final authority, in its sole discretion, to determine the applicability of the aforementioned rule and whether or not any proposed amendment to a proposed amendment is permissible under said rule.

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**BY-LAWS**

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**ARTICLE 1. Membership**

**Section 1. The Standard of Membership**

Those eligible for membership in this Church must have:

- a. Evidence of a genuine born-again experience. (John 1:12,13; 3:3-8; I Peter 1:18-25)
- b. Evidence of a consistent Christian life. (Romans 6:4; 8:1-4; 13:13; Ephesians 4:17-32; 5:1, 2,15; I John 1:6,7)
- d. Been baptized in water by immersion.
- c. Fully subscribed to the Statement of Faith as set forth in Article 3 of our Constitution.
- e. Willingness to contribute regularly to the support of the church according to his or her ability; as stated in the Holy Scriptures.
- f. Agreed to being governed by the Constitution and By-Laws of this Church, and of the Penn Del District Council of the Assemblies of God.
- g. Evidence of three (3) months consistent attendance.
- h. Completed the Membership Class, agreeing to and signing Central's Membership Commitment Form.
- i. Obtained the age of sixteen (16) years.

**Section 2. Reception of Members**

a. Persons desiring to become a member of the Church will make the fact known to the Lead Pastor or his designee, by submitting a Membership Interest Application. The Lead Pastor, or designee, shall then interview the applicant according to the Standard of Membership.

b. Letters of good standing from previous church may be requested.

c. The Lead Pastor shall present the names of those who fulfill the Standard of Membership with his recommendation to the Elder Team, who shall act upon said recommendation, and render a final decision. All persons who have been passed on favorably shall be received into the Church publicly at any of the regular services and have their names added to the Church membership roster.

**Section 3. Membership**

All those who meet the Standard of Membership, whose names appear on the original membership roster together with those names which shall be added regularly, shall constitute the legal voting membership of the Church.

**Section 4. Confrontation of Members**

In the event that a member is not living in harmony with the Standard of Membership, or is acting in a way that is immoral, unethical or divisive, Biblical confrontation will be employed, using Matthew 18:15-17, Galatians 6:1, and James 5:19-20 as a relational approach to bring repentance, resolution and restoration.

The following are intentional steps to be used until the situation is resolved:

- 1) The Lead Pastor, an Elder, or a designee, shall confront the member privately.
- 2) The Lead Pastor, one or two Elders, a designee, or any combination of these, shall confront the member privately.
- 3) The Elder Team shall confront the member privately.
- 4) If the Elder Team has completed the confrontation process stated above without resolution, they may ask for the member to voluntarily terminate his or her own membership.
- 5) If such voluntary termination is refused, the Elder Team shall immediately revoke the active member status of the person. This shall be authorized by a majority vote of the Elder Team. If necessary, the Elder Team shall expel the person from the Church premises and publically notify the Church of the situation.
- 6) The former member shall be notified, in writing, with the reasons for the removal. Such notice shall be sent by mail to the address on record listed in the Church database.

### **Section 5. Membership Removal and Reinstatement**

a. The Elder Team shall have the right to remove from Membership any member who willfully and without good cause absents himself or herself from the regular services of the Church for a period of two (2) consecutive months except for physical disability, being shut-in due to age or illness, temporary relocation, occupation or other special circumstance deemed appropriate by the Elder Team.

b. When a member has been removed from membership due to absence, the Elder Team shall allow a reasonable period of three (3) consecutive months of active involvement in the Standard of Membership, along with the resigning of the Membership Commitment Form, and completion of a reentrance interview with the Lead Pastor or his designee. If evidence is sufficient to satisfy the Elder Team that restoration is justified, they shall instruct the Secretary to restore the former member to the membership roster.

c. Should a former member, who has had his or her membership revoked due to an unresolved confrontation process, give evidence of true repentance and a desire to be restored to membership, the following steps shall be taken:

- 1) The Elder Team shall meet with the former member to discuss the circumstances surrounding his or her repentance, current walk with the Lord, and the steps of restoration that they have taken with those who were affected by the former member's actions, if any.
- 2) A majority of the Elder Team shall authorize any necessary restoration plan, and reinstatement of former member, once he or she have fulfilled the Standard of Membership, which includes but is not limited to:
  - Three consecutive months of active involvement in the Church.
  - Complete Membership class, sign the Membership Commitment Form.

### **Section 6. Voluntary Termination**

A member may terminate their membership by informing the Elder Team or Lead Pastor in writing of their desire to do so. Such termination requires a personal meeting with Lead Pastor and/or Elder Team to release and pray a blessing over the departing member.

### **Section 7. Revision of the Roster**

The Lead Pastor and the Elder Team shall be authorized to revise the membership roster annually, or as deemed necessary, and to remove from the list of active members all names of those who have become deceased, those who have withdrawn, those who have transferred their membership, those who have been terminated, and those who have fallen below the Standard of Membership.

### **Section 8. Waiver of Legal Action Rights**

Membership in this Church shall be issued upon the condition that suspension of the member and withdrawal of membership in the manner herein provided, shall not give the suspended member cause for legal action against the Lead Pastor or any member taking part in the suspension proceedings; and the acceptance of membership or fellowship in this local Church shall be evidence of a waiver by the member of all rights of action, causes of action and all claims and demands against this local Church.

### ARTICLE 2. Church Governance

#### Section 1. Purpose

Central Assembly of God shall have perpetual existence and is a sovereign assembly. As such, Central Assembly of God maintains the right to govern its own affairs according to the principles of the Bible.

Central Assembly of God desires to function less like an institution and more like a family. We believe that families seek relational solutions to problems and not political ones. For this reason, we use Matthew 18:15-17, Galatians 6:1, and James 5:19-20 as our relational approach to confrontation, discipline and restoration involving our Church family members and Church leadership.

We also believe that leadership structure must be clearly defined. The ultimate goal of our leadership is discernment, obedience, and implementation of the specific will of God for Central Assembly of God as defined through the Bible, the leading of the Holy Spirit, and being affirmed by our Church family members.

Central Assembly of God recognizes the Biblical authority, divine calling, and unique anointing upon the Lead Pastor to be the primary apostolic leader, shepherd, and visionary of the local church. We also affirm the wisdom, discernment and spiritual maturity of godly Elders to ensure unity and agreement toward the vision and overall direction of our Church family. Within the team of Elders there is a primary leader, allowing for a plurality of leadership with singular headship.

The Lead Pastor, along with the Pastoral Team, shall plan the ministries, oversee the daily equipping of saints, and implement the vision of the Church. They shall also develop and manage the proposed budget of the Church to be adopted by the Elder Team.

The goal of our leadership structure is to equip the Church for ministry in keeping with the purpose of the ministry gifts listed in Ephesians 4:11-16. When those with these ministry gifts are empowered to lead, the entire Church is built up, unified, and is able to reach the fullest measure of its potential in Christ.

#### Section 2. Three-Level Leadership

**a. Headship:** The Lead Pastor is the primary apostolic leader, shepherd, and visionary of the Church. He is called to be the leader of leaders; responsible for overall vision, direction, spiritual leadership, and oversight of the Elder Team, Pastoral and Support Teams and Church members.

**b. Decision-Making:** Though the Lead Pastor brings recommendations and proposals, final decisions will prayerfully be made by the collective Elder Team according to James 3:17, with every effort to be in one accord. *“But the wisdom that comes from heaven is first of all pure; then peace-loving, considerate, submissive, full of mercy and good fruit, impartial and sincere”.* (James 3:17)

**c. Accountability:** The Lead Pastor is accountable to the Elder Team morally, ethically, and theologically and also by remaining in good standing with the Penn-Del Ministry Network. He is also accountable to the Elder Team in matters of competency and performance. He is subject to Biblical confrontation and discipline, which is outlined in Matthew 18:15-17, should he fall below any of the standards pertaining to his ministry.

The Elders are accountable to the Lead Pastor and fellow Elders morally, ethically, and theologically. Each Elder is also accountable for their competency and performance within their specified role. The Elders are subject to Biblical confrontation and discipline, which is outlined in Matthew 18:15-17.

**Section 3. Three-Level Leadership Flow Chart**



**ARTICLE 3. Functions of the Elected Officers**

**Section 1. The Lead Pastor**

**a. Qualifications:** The Lead Pastor shall be a mature godly leader who demonstrates spiritual maturity, discernment, wisdom and commitment; an ordained minister of the General Council of the Assemblies of God, shall be 21 years of age or older, support and be subject to the Constitution and By-Laws of the General Council, as well as of this Church.

**b. Duties:** The Lead Pastor is designated in the Scriptures as the head of the local church under the leadership of the Lord Jesus Christ, under the title, “Pastor” as seen in Ephesians 4:11, and “Overseer” as seen in Acts 20:28, and “Shepherd” as seen in 1 Peter 5:13.

His duties shall consist of, but are not limited to:

- 1) The Lead Pastor shall be the President of the corporation and shall act as the Chairman of the Elder Team and as an ex-officio member of all other committees and departments of the Church. He shall conduct all business meetings of the Church and of the Elder Team.
- 2) The Lead Pastor shall provide for all the services of the Church and shall arrange for all special meetings, conferences, and revival campaigns.
- 3) Fulfill the role as primary leader, shepherd and visionary to the congregation and Ministry Team.
- 4) Develop, cast vision and oversee the implementation of overall mission and vision of the church.
- 5) Prepare weekly messages, equipping the congregation for victorious Christian living.
- 6) Equip the congregation to live a supernatural lifestyle through anointed preaching, teaching, and training, while providing opportunities to allow the Holy Spirit to operate.
- 7) Hire Associate Pastors (which make up the Pastoral Team), with the affirmation of the Elders, to assist him in carrying out his duties. Each associate must be living in accord with the Word of God and be in harmony with the Constitution and By-Laws of this Church. Each incoming associate must have ministry credentials with the Assemblies of God, willingness to pursue Assemblies of God credentials, or equivalent ministry education or training. If necessary, an Associate Pastor may hold a Local Church Credential for two years, unless the credential is solely required for active and ongoing local ministry in a prison, hospital or institution. Ongoing training and education shall be encouraged by the Lead Pastor.
- 8) Lead and equip associate pastors to lead effectively within their specific job descriptions.

**c. Manner of Election:** The Lead Pastor shall be nominated by the Elder Team and shall be elected by an affirmative two-thirds (2/3) vote of ballots cast at a meeting called for the purpose of electing a Lead Pastor. Only one name shall be voted on at a time. If an affirmative two-thirds (2/3) vote of ballots cast is not received, the Elder Team shall submit another name for consideration.

**d. Term of Office:** The tenure of office for Lead Pastor shall be for an indefinite period of time.

**e. Confrontation:** In the event that the Lead Pastor is not fulfilling the duties of his office, or is acting in a way that is immoral, unethical or divisive, Biblical confrontation, using Matthew 18:15-17, Galatians 6:1, and James 5:19-20 shall be employed in a relational way that encourages repentance, resolution, and restoration. The following action steps shall be utilized until resolution of any conflict has been achieved:

- 1) An Elder shall confront the Lead Pastor privately.
- 2) Two or three Elders shall confront the Lead Pastor privately.
- 3) The Elder Team shall consult with the Southwest Metro Sectional Presbyter and collectively confront the Lead Pastor privately.
- 4) If the confrontation process stated above has been followed without resolution, the Elder Team shall ask for the voluntary resignation of the Lead Pastor.
- 5) If such voluntary resignation is refused the Elder Team shall call a special business meeting to publicly notify the church of the matter, recommending removal of the Lead Pastor. Removal of the Lead Pastor shall be authorized by an affirmative two-third (2/3) vote of ballots cast.

**f. Resignation:** Resignation of the Lead Pastor shall be submitted in writing to the Secretary of the Elder Team.

**g. Vacancy:**

- If the Church is temporarily without a Lead Pastor, or the Lead Pastor is unable to be present, the Elder Team shall be empowered to provide its own chairman from among the Elders to transact business for the Church.
- In the event of a vacancy in the pastorate, the Elder Team shall arrange for all ministers to supply the pulpit and shall be responsible for submitting to the Church the name or names of those ministers to be considered as candidates for the new Lead Pastor.

### **Section 2. The Elder Team**

**a. Qualifications:** The Elder Team shall be confined to mature men of the Church who demonstrate spiritual maturity, discernment, wisdom and commitment; they shall be 21 years of age or older, have shown themselves to be living in accord with the Word of God, have received the Baptism of the Holy Spirit according to Acts 2:4, an active member for at least three (3) years, and who contribute regularly of their tithes and offerings for the support of the Church.

Each **bold** word in the following verses represents a qualification that shall be used to measure one's preparedness to be an Elder.

- **1 Timothy 3:1-7** "Here is a trustworthy saying: Whoever aspires to be an overseer desires a noble task. Now the overseer is to be **above reproach, faithful to his wife, temperate, self-controlled, respectable, hospitable, able to teach, not given to drunkenness, not violent but gentle, not quarrelsome, not a lover of money.** He must **manage his own family well** and see that **his children obey him**, and he must do so in a manner worthy of full respect. (If anyone does not know how to manage his own family, how can he take care of God's church?) He must **not be a recent convert**, or he may become conceited and fall under the same judgment as the devil. He must also have a **good reputation** with outsiders, so that he will not fall into disgrace and into the devil's trap."

- **Titus 1:6-9** “An Elder must be **blameless, faithful to his wife**, a man whose **children believe** and are not open to the charge of being wild and disobedient. Since an overseer manages God’s household, he must be **blameless—not overbearing, not quick-tempered, not given to drunkenness, not violent, not pursuing dishonest gain**. Rather, he must be **hospitable**, one who **loves what is good**, and who is **self-controlled, upright, holy and disciplined**. He must **hold firmly to the trustworthy message** as it has been taught, so that he can encourage others by sound doctrine and refute those who oppose it.”
- **Acts 2:4** “All of them were **filled with the Holy Spirit** and began to **speak in other tongues** as the Spirit enabled them.”
- **Acts 6:3** “Brothers and sisters, choose seven men from among you who are known to be full of the Spirit and wisdom. We will turn this responsibility over to them and will give our **attention to prayer** and the **ministry of the word**.”

**b. Duties:** The Elder Team is chosen to help lead the Church. As such, the Elder Team, shall act in an advisory capacity with the Pastor in all matters pertaining to the Church.

- **1 Peter 5:1-4** “To the Elders among you, I appeal as a fellow Elder and a witness of Christ’s sufferings who also will share in the glory to be revealed: Be shepherds of God’s flock that is under your care, watching over them—not because you must, but because you are willing, as God wants you to be; not pursuing dishonest gain, but eager to serve; not lording it over those entrusted to you, but being examples to the flock. And when the Chief Shepherd appears, you will receive the crown of glory that will never fade away.”

His duties shall consist of, but are not limited to:

- 1) Demonstrate a lifestyle of prayer by having a rich private prayer life with the ability to lead in public prayer.
- 2) Model Christ-like behavior with Kingdom approach ministry.
- 3) Teach Biblical truths through individual discipleship, small groups and classes.
- 4) Affirm and participate in the implementation of the overall vision and direction of the Church.
- 5) Maintain doctrinal purity by ensuring the Church’s teachings and practices reflect accurate Biblical theology.
- 6) Oversee financial matters of the Church.
- 7) Create policies to help implement Biblical operating procedures.
- 8) Be actively involved in care, conflict resolution, discipline, and restoration of Church members.
- 9) Provide direction on financial and risk-management issues.
- 10) Pray for and anoint the sick.
- 11) Support the Lead Pastor in all matters pertaining to the Church.

**c. Manner of Election:** The Lead Pastor and fellow Elders will submit to the Elder Team a list of names of qualified church members at least 6 weeks before the Annual Business Meeting. Candidates for the Elder Team will be interviewed by the Lead Pastor and fellow Elders. Through prayer and discernment, a slate of qualified candidates, shall be presented to the church membership at least two (2) Sundays before the day of a scheduled Annual Business Meeting. Each Elder shall be elected by a majority of the ballots cast.

**d. Term of Office:** Candidates for the Elder Team shall be elected by the membership of the Church at the Annual Business Meeting for a term of three (3) years. After which he will be re-interviewed by the Lead Pastor and fellow Elders for consideration of any additional term of service. Any additional term of service shall be voted by the membership of the Church at the Annual Business Meeting.

The Lead Pastor shall appoint one Church Secretary and one Church Treasurer annually.

### ***The Church Secretary***

*The Secretary shall keep the minutes of the Elder Team and the Annual and Special Business Meetings of the Church. He shall report any changes in the membership roster to the Office Support Team responsible for the recordation of the same and perform all other duties as assigned by the Lead Pastor and Elder Team. He shall be responsible for the safe record keeping of all legal documents of the Church and shall sign all legal documents on behalf of the Church. Upon the Lead Pastor's appointment of a new Secretary, the official minutes, papers, and other related documents should be transferred to the newly appointed Secretary.*

### ***The Church Treasurer***

*The Treasurer shall oversee the accounting of all receipts and disbursements of the Church. He shall prepare a financial report for the regular meetings of the Elder Team and for the Annual Business Meeting of the Church. He shall be responsible for the safe record keeping of all legal documents of the Church and shall sign all authorizations related to expenditures. The Treasurer should be familiar with generally accepted accounting principles and with any regulations pertaining to the Church's finances. The Treasurer shall chair the Elder Team subcommittee to conduct an internal review semiannually.*

**e. Confrontation:** In the event that an Elder Team member is not fulfilling the duties of his office, or is acting in a way that is immoral, unethical or divisive, Biblical confrontation, using Matthew 18:15-17, Galatians 6:1, and James 5:19-20 shall be employed in a relational way that encourages repentance, resolution, and restoration. The following action steps shall be utilized until resolution of any conflict has been achieved:

- 1) The Lead Pastor or fellow Elder shall confront the Elder in question privately.
- 2) The Lead Pastor and one or two fellow Elders shall confront the Elder in question privately.
- 3) The Lead Pastor, along with the Elder Team, shall confront the Elder in question privately.
- 4) If the confrontation process stated above has been followed without resolution, the Lead Pastor shall ask for the voluntary resignation of the Elder.
- 5) If such voluntary resignation is refused, the Lead Pastor shall make the recommendation to the Elder Team for the immediate removal of the Elder in question. Such action shall be authorized by a majority of the Elder Team.
- 6) The Lead Pastor, along with the Elder Team, shall publicly notify the church of the removal of the Elder in question.

**f. Resignation:** A resigning Elder shall submit his resignation in writing to the Secretary of the Elder Team.

**g. Vacancy:** If an Elder is removed, or when a vacancy occurs through other means, such as death or disability, the Elder Team shall be empowered to fill the remaining term of the vacancy at any regular Elder Team Meeting.

### **Section 3. The Deacon Team**

**a. Qualifications:** The Deacon Team shall consist of qualified members of the Church who demonstrate the commitment and capability to serve as the custodians of all the church property. They shall be 21 years of age or older, have shown themselves to be living in accord with the Word of God, an active member for at least two (2) years, and who contribute regularly of their tithes and offerings for the support of the Church.

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Each **bold** word in the following verses represents a qualification that shall be used to measure one's preparedness to be on the Deacon Team.

- **1 Timothy 3:8-13** "In the same way, deacons are to be **worthy of respect, sincere, not indulging in much wine, and not pursuing dishonest gain**. They must **keep hold of the deep truths of the faith with a clear conscience. They must first be tested**; and then if there is nothing against them, let them serve as deacons. In the same way, the women are to be worthy of respect, not malicious talkers but temperate and trustworthy in everything. A deacon must be **faithful to his wife** and must **manage his children and his household well**. Those who have served well gain an excellent standing and great assurance in their faith in Christ Jesus.
- **Acts 6:3-4** "Brothers and sisters, choose seven men from among you who are known to be **full of the Spirit and wisdom**. We will turn this responsibility over to them and will give our attention to prayer and the ministry of the word."

**b. Duties:** The Deacon Team shall be the custodians of all Church property and his or her duties shall consist of, but not limited to:

- 1) Model Christ-like behavior.
- 2) Participate in the implementation of the overall vision and direction of the Church.
- 3) Be actively involved in a serving ministry of the Church.
- 4) Under the direction of the Administrative Pastor and Facility Manager, care for all local Church property, buildings, and equipment to further the mission of the Church in consultation with the Pastoral Team.
- 5) Oversee serving teams that are charged with the responsibility of maintaining and improving the Church property, including but not limited to; the exterior and interior of all buildings, landscaping, lawn, parking lot, vehicles, and event set-up and tear-down.
- 6) Coordinate projects and repairs for serving teams.
- 7) Submit capital improvement projects in consultation with the Pastoral Team and Elder Team.
- 8) Conduct an annual accessibility and safety audit of the buildings and grounds.
- 9) Submit annual budget requests to the Elder Team for property maintenance and improvements.

**c. Manner of Election:** The Lead Pastor, Administrative Pastor, and Facility Manager will submit to the Elder Team a list of names of qualified church members for the Deacon Team at least six (6) weeks before the Annual Business Meeting. Candidates for the Deacon Team shall be interviewed by the Lead Pastor, or his designee, and current Deacon Team members. Through prayer and discernment, a slate of qualified candidates, will be presented to the church membership at least two (2) Sundays before the day of the scheduled Annual Business Meeting. Each candidate for the Deacon Team shall be elected by a majority of the ballots cast.

**d. Term of Office:** Candidates for the Deacon Team shall be elected by the membership of the Church at the Annual Business Meeting for a term of three (3) years. After which the candidate will be re-interviewed for consideration of any additional term of service. Any additional term of service shall be voted on by the membership of the Church at the Annual Business Meeting.

**e. Confrontation:** In the event that a Deacon Team member is not fulfilling the duties of his or her office, or is acting in a way that is immoral, unethical or divisive, Biblical confrontation, using Matthew 18:15-17, Galatians 6:1, and James 5:19-20 shall be employed in a relational way that encourages repentance, resolution, and restoration. The following action steps shall be utilized until resolution of any conflict has been achieved:

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- 1) The Lead Pastor, Administrative Pastor or Facility Manager shall confront the Deacon Team member in question privately.
- 2) A combination of two or three people, including the Lead Pastor, Administrative Pastor or Facility Manager shall confront the Deacon Team member in question privately.
- 3) The Lead Pastor, Administrative Pastor or Facility Manager, along with the Elder Team, shall confront the Deacon Team member in question privately.
- 4) If the confrontation process stated above has been followed without resolution, the Lead Pastor, Administrative Pastor, or Facility Manager shall ask for the voluntary resignation of the Deacon Team member.
- 5) If such voluntary resignation is refused, the Lead Pastor, Administrative Pastor, and Facility Manager shall make the recommendation to the Elder Team for the immediate removal of the Deacon Team member in question. Such action shall be authorized by a majority of the Elder Team.
- 6) The Lead Pastor, along with the Elder Team, shall publicly notify the church of the removal of the Deacon Team member in question.

**f. Resignation:** A resigning Deacon Team member shall submit his or her resignation in writing to the Lead Pastor, Administrative Pastor or Facility Manager.

**g. Vacancy:** If a Deacon Team member is removed, or when a vacancy occurs through other means, such as death or disability, the Lead Pastor, or his designee, shall be empowered to fill the remaining term of the vacancy at any regular Deacon Team meeting.

### ARTICLE 4. Christian School Board

**a. Qualifications:** The Christian School Board shall consist of no less than five (5) members and no more than seven (7), in addition to the School Administrator and Lead Pastor. Board members shall be qualified members of the Church who demonstrate maturity, wisdom and commitment. They shall be 21 years of age or older and have been active members for at least two (2) years, contributing regularly of their tithes and offerings for the support of the Church. Board Members shall live according to the scriptures.

Each **bold** word in the following verses represents a qualification that shall be used to measure one's preparedness to be a School Board Member.

- **1 Timothy 3:8-13** "In the same way, deacons are to be **worthy of respect, sincere, not indulging in much wine, and not pursuing dishonest gain.** They must **keep hold of the deep truths of the faith with a clear conscience. They must first be tested;** and then if there is nothing against them, let them serve as deacons. In the same way, the women are to be worthy of respect, not malicious talkers but temperate and trustworthy in everything. A deacon must be **faithful to his wife** and must **manage his children and his household well.** Those who have served well gain an excellent standing and great assurance in their faith in Christ Jesus."
- **Acts 6:3-4** "Brothers and sisters, choose seven men from among you who are known to be **full of the Spirit and wisdom.** We will turn this responsibility over to them and will give our attention to prayer and the ministry of the word."

**b. Duties:** The Christian School Board is chosen to act in an advisory capacity to the School Administrator in all matters pertaining to the K-8 School, Nursery/Preschool, and Child Development Centers. Duties shall consist of, but not limited to:

- 1) Model Christ-like behavior.
- 2) Be actively involved in care, conflict resolution, discipline, and restoration of staff members, teachers and parents.

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- 3) Exercise supervision over the operation and development of the Christian School and be responsible for complying with all federal, state, county, and local laws and regulations pertaining to education and safety of school children.
- 4) In consultation with the School Administrator, shall set operational procedures and establish all educational policies basic to the operation of the school and shall be responsible for the employment, promotion and dismissal of all members of the school staff.
- 5) Prepare an annual budget and submit it to the Elder Team for approval prior to August 1<sup>st</sup> of each year and shall be responsible for the handling of all expenditures within the adopted budget.
- 6) Provide a written report of all Christian School Board meetings to the Elder Team on a regular basis.

**c. Manner of Election:** The School Administrator will submit to the Elder Team a list of qualified church members for the School Board at least six (6) weeks before June 1<sup>st</sup> of each year. Candidates for the School Board shall be interviewed by the School Administrator, Lead Pastor and at least one fellow Elder. Through prayer and discernment, a slate of qualified candidates, will be elected by a majority of the Elder Team. Each elected candidate shall then be affirmed by a majority vote of the current School Board.

**d. Term of Office:** School Board members shall serve for a period of three (3) years. The School Administrator shall nominate to the School Board a President, Treasurer and Secretary. The School Board shall authorize each position by a majority vote. After which, he or she will be re-interviewed by the School Administrator for consideration of any additional term of service. Any additional term of service shall be affirmed by a majority vote of the current School Board.

**e. Confrontation:** In the event that a School Board Member is not fulfilling the duties of his or her office, or is acting in a way that is immoral, unethical or divisive, Biblical confrontation, using Matthew 18:15-17, Galatians 6:1, and James 5:19-20 shall be employed in a relational way that encourages repentance, resolution, and restoration. The following action steps shall be utilized until resolution of any conflict has been achieved:

- 1) The School Administrator, or fellow board member, shall confront the board member in question privately.
- 2) The School Administrator, and one or two fellow board members, shall confront the board member in question privately.
- 3) The School Administrator, along with the Christian School Board, shall confront the board member in question privately.
- 4) If the confrontation process stated above has been followed without resolution, the School Administrator and Lead Pastor shall ask for the board member's voluntary resignation.
- 5) If such voluntary resignation is refused, the School Administrator and Lead Pastor shall make recommendation to the Elder Team for the immediate removal of the board member in question. Such action shall be authorized by a majority of the Elder Team.
- 6) The School Administrator, along with the School Board, shall publicly notify the school of the removal of the board member in question.

**f. Resignation:** A resigning School Board Member shall submit his or her resignation in writing to the School Administrator.

**g. Vacancy:** If a School Board Member ceases to be a member at Central Assembly of God, his or her position on the School Board will be deemed vacant. If a School Board Member is removed, or when a vacancy occurs through other means, such as death or disability, the School Administrator shall make recommendation to the Elder Team for appointment of the vacancy. Such action shall be authorized by a majority of the Elder Team.

### **ARTICLE 5. Meetings**

#### **Section 1. Public Worship**

Meetings for public worship shall be held on each Sunday and during the week as deemed necessary under the direction of the Lead Pastor and the Elder Team.

#### **Section 2. Elder Team Meetings**

Meetings of the Elder Team shall be held monthly at the call and location designated by the Lead Pastor in agreement with a majority of the Elder Team. A majority of the Elders present at any meeting of the Elder Team shall constitute a quorum. Special meetings of the Elder Team may be held as the occasion requires.

#### **Section 3. Annual Business Meetings**

There shall be an Annual Business Meeting of this Church at which time the affirmation of officers shall take place, and the report of all officers shall be read. This meeting shall be held during the month of March, the time and place to be announced by the Lead Pastor. Due notice is to be given on the two (2) Sundays prior to the day of the meeting. Business as determined by the Elder Team, including a financial report of this Church, shall be given at this time.

#### **Section 4. Special Business Meetings**

Special business meetings may be called by the Lead Pastor or a majority of the Elder Team.

#### **Section 5. Notices of Meetings**

Notice of a business meeting of this Church shall include the time, place, and whether the same is an annual, special or emergency meeting.

- 1) Notice of annual business meetings shall be announced from the pulpit on each of the two (2) Sundays immediately preceding the day of the meeting.
- 2) Notice of a special business meeting shall be announced from the pulpit on each of the two (2) Sundays immediately preceding the day of the meeting.
- 3) Notice of an emergency business meeting shall be announced from the pulpit on the Sunday immediately preceding the day of the meeting.

#### **Section 6. Quorum**

No record of any special or annual business meeting of the Church shall be made, nor any official business transacted, unless at least one-third (1/3) of the active members are present to constitute a quorum.

#### **Section 7. Rules of Procedure**

All business of this Church shall be conducted by the accepted rule of parliamentary procedure, as prescribed in the most recent edition of Robert's Rules of Order, in keeping with the spirit of Christian love and fellowship.

#### **Section 8. Order of Business**

The regular order of business for the annual business meeting of this Church shall be as follows:

- |                          |                         |
|--------------------------|-------------------------|
| 1. Devotional            | 5. Report of Committees |
| 2. Report of Secretary   | 6. Unfinished Business  |
| 3. Report of Treasurer   | 7. New Business         |
| 4. Affirming of Officers | 8. Adjournment          |

#### **Section 9. Absentee Ballots**

Absentee ballots shall not be provided for those members who cannot be in attendance at any duly called business or special meeting.

### **ARTICLE 6. Finances**

#### **Section 1. Sources**

All funds necessary for the maintenance of the Church shall be provided for by the voluntary contributions of tithes and offerings of the members and friends of the Church.

#### **Section 2. Administration**

Tithes and offerings shall be accepted by this Church at such times and in such ways as agreed upon by the Lead Pastor and the Elder Team and shall be administered by the Church Treasurer. (Malachi 3:10; Luke 6:38; I Corinthians 16:1, 2; II Corinthians 9:6-8)

#### **Section 3. Oversight**

The Church Treasurer shall oversee the disbursements of all funds in accordance with the direction of the Lead Pastor and the Elder Team.

#### **Section 4. Responsibility**

Under the direction of the Church Treasurer, those individuals responsible for departments or sub-organizations within the Church shall submit regular detailed accounting of all receipts and disbursements to the Church office.

#### **Section 5. Salaries**

The Lead Pastor and employees of this Church shall be given regular and adequate financial support, the amount and manner of which shall be determined by the Elder Team each December.

#### **Section 6. Fiscal Year**

The fiscal year of the church shall be from January 1st through December 31st.

#### **Section 7. Solicitation**

Sole discretion to permit the solicitation of funds from among the membership of this church lies with the Lead Pastor and/or the Elder Team. While generosity is to be encouraged, the Lead Pastor and/or Elder Team may at any time limit or restrict any ongoing or proposed solicitation of funds. Concerns or complaints raised by any member about any solicitation of funds will be shown deference over the opinions of those making the solicitation, and whether those making the solicitation have sought out preapproval from the Lead Pastor and/or Elder Team will also be considered.

### **ARTICLE 7. Conflict of Interest**

In the event that any Elder, including the Lead Pastor, has a conflict of interest that might properly limit such Elder's fair and impartial participation in the Elder Team deliberations or decisions, such Elder shall inform the Elder Team as to the circumstances of such conflict. If those circumstances require the nonparticipation of the affected Elder, the Elder Team may nonetheless request from the Elder any appropriate non-confidential information which might inform its decisions.

"Conflict of interest," as referred to herein, shall include but shall not be limited to, any transaction by or with the Church in which an Elder has a direct or indirect personal interest, or any transaction in which such Elder is unable to exercise impartial judgment or otherwise act in the best interests of the Church.

No Elder shall take part in the final deliberation in any matter in which he, members of his immediate family, or any organization to which such Elder has allegiance, has a personal interest that may be seen as competing with the interest of the Church. Any Elder who believes he may have such a conflict of interest shall so notify the Elder Team prior to deliberations on the matter in question, and the Elder Team shall make the final determination as to whether any Elder has a conflict of interest in any matter. The minutes of the Elder Team meeting shall reflect disclosure of any conflict of interest and the recusal of the interested Elder.

### **ARTICLE 8. Indemnification**

Unless otherwise prohibited by law, Central Assembly of God shall indemnify any current Elder or former Elder of the Elder Team, and may by resolution of the Elder Team indemnify any employee, Deacon Team member, or School Board member against any and all expenses and liabilities incurred by him or her in connection with any claim, action, suit, or proceeding to which he or she is made a party by reason of being an Elder, Deacon Team member, School Board member or employee. However, there shall be no indemnification in relation to matters as to which an individual shall be adjudged to be guilty of a criminal offense or liable to Central Assembly of God for damages arising out of his or her own gross negligence in the performance of a duty to Central Assembly of God.

Amounts paid in indemnification of expenses and liabilities may include, but shall not be limited to, counsel fees and other fees; costs and disbursements; judgments, fines, and penalties against, and amounts paid in settlement by, such Elder, Deacon Team member, School Board member or employee. Central Assembly of God may advance expenses or, where appropriate, may itself undertake the defense of any Elder, Deacon Team member, School Board member or employee. However, such Elder, Deacon Team member, School Board member or employee shall repay such expenses if it should be ultimately determined that he or she is not entitled to indemnification under this Article.

The Elder Team may also authorize the purchase of insurance on behalf of any Elder, Deacon Team member, School Board member, employee, or other agent against any liability incurred by him or her which arises out of such person's status as an Elder, Deacon Team member, School Board member, employee or agent, whether or not Central Assembly of God would have the power to indemnify the person against that liability under law.

### **ARTICLE 9. Amendments**

All proposed amendments must be submitted in writing to the Secretary of the Elder Team at least thirty (30) days prior to any business meeting. The Elder Team shall have the authority in its sole discretion to accept, reject or revise any proposed amendment. Any proposed amendment that the Elder Team decides to present to the membership at any business meeting shall be provided in writing or read aloud at all worship services of the Church on at least the two (2) Sundays preceding the day of the business meeting. Any proposed amendment shall be adopted by an affirmative two-thirds (2/3) vote of the ballots cast at any business meeting.

No proposed amendment to these By-Laws shall be presented at any regular annual or special or emergency business meeting unless the requirements of this paragraph have been complied with.

No proposed amendment to any proposed amendment shall be permitted at any business meeting except for those which relate to clarification of the proposed amendment or correction of a drafter's error. The Elder Team shall be the final authority, in its sole discretion, to determine the applicability of the aforementioned rule and whether or not any proposed amendment to a proposed amendment is permissible under said rule.