**CONSTITUTION**

***Fairhaven Community Church***

***Fairhaven, Ohio***

**ARTICLE I: NAME**

This organization shall be known as the Fairhaven Community Church of Fairhaven, Ohio, and is herein referred to as the Church.

**ARTICLE II: PURPOSE**

The purpose of the Church shall be to glorify God (A) by growing2 in Christ (B) in the strength of the

Holy Spirit (C).

(A) Our chief purpose is to glorify God in everything we do. (*1 Corinthians* 10:31, *2 Corinthians* 4:15)

(B) We glorify God by being what He designed us to be – the Body of Christ, which both (1) grows

 in relation to the Head (Christ) and (2) grows larger. (*Ephesians* 4:15-16)

(C) All that we do must be done in the strength of the Holy Spirit. (*Acts* 9:31, *Ephesians* 3:16)

In order to accomplish this purpose, our primary objectives shall be:

• To win men and women to faith in Jesus Christ as Lord and Savior;

• To increase Christian faithfulness “as good stewards of the manifold grace of God” (*1 Peter* 4:10);

• To encourage individual Christians toward attaining “the measure of the stature of the fullness
 of Christ” (*Ephesians* 4:13);

• To serve the community in every possible Christian way;

• To send personnel and Christian influence throughout the world by gifts and prayers for missions.

**ARTICLE III: CHARACTER, GOVERNMENT**

Section 1

Fairhaven Community Church shall be a non-denominational church, intentionally founded on the teachings of God’s Word – the Bible. It shall seek to emphasize the spiritual unity of all true believers. It shall be the policy of the Church to give preeminence to the preaching of the gospel of grace. Emphasis shall be given to exalting the Lord Jesus Christ, to studying and applying the Word of God, and to encouraging brotherly love.

Section 2

The government of the Church shall be vested in the body of regular members who compose it.

**ARTICLE IV: STATEMENT OF FAITH**

This Church affirms the doctrinal position as follows:

1) We believe the Scriptures, both the Old and New Testaments in their entirety, to be the verbally inspired Word of God, inerrant in original writing, the complete revelation of His will for the salvation of the world, and preserved by God throughout the ages to be the Divine and final authority for all faith and life.

2) We believe in one God, Creator of all things, infinite, perfect, and eternally existing in three persons: Father, Son, and Holy Spirit.

3) We believe that Jesus Christ is God incarnate. We believe that He was born of a virgin, lived a sinless life, died on the cross as a sacrifice sufficient for the sins of the world, rose bodily from the dead, and ascended into heaven where He serves as our Mediator and Intercessor with the Father until He returns at the end of this age.

4) We believe that the present ministry of the Holy Spirit is to reveal the glory of the Lord Jesus Christ; to convict individuals of sin; to regenerate the sinner who believes; and to indwell, guide, instruct, and empower the believer for godly living and service.

5) We believe that man was created in the image of God and that his subsequent willful sin resulted in physical and spiritual death and in the necessity of a new birth for salvation.

6) We believe that the shed blood of Jesus Christ and His resurrection provide the only ground for salvation; that salvation is by God’s grace alone, complete and eternal; and that only as one receives this gift of God through personal faith in Christ is one born of the Holy Spirit and made a child of God.

7) We believe that water baptism, marriage between one man and one woman, and communion are sacred ordinances to be observed by the church during the present age.

8) We believe marriage is the sacred union of one man (born male) and one woman (born female) joined together by God to become one flesh. (*Matthew* 19:4-6, *Mark* 10:6-9)

9) We believe that the Church universal is composed of all persons who have been born again through saving faith in Jesus Christ and have therefore become members of the Body of Christ of which He is the Head. Furthermore, we believe that the local Church should be the visible expression and should fulfill the purpose of the Church universal in the world.

10) We believe in the imminent bodily return of our Lord Jesus Christ and that this expectation should encourage the believer to lead a godly and fruitful life.

11) We believe in the bodily resurrection of all the dead – of the believer to everlasting blessedness and eternal life in the presence of God, and of the unbeliever to judgment and everlasting punishment apart from God.

**A. 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. Rejection of one’s biological gender is a rejection of the image of God within that person.

We believe that the term “marriage” has only one meaning and that is marriage sanctioned by God which joins one man and one woman in a single, exclusive union, as delineated in Scripture. We believe that God intends sexual intimacy to only occur between a man and a woman who are married to each other. We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman.

We believe that any form of sexual immorality (including adultery, fornication, homosexuality, lesbianism, bisexual conduct, bestiality, incest, pornography, and attempting to change one’s biological sex or otherwise acting upon any disagreement with one’s biological sex) is sinful and offensive to God.

We believe that in order to preserve the function and integrity of the Church as the local Body of Christ, and to provide a biblical role model to the Church members and the community, it is imperative that all persons employed by the Church in any capacity, or who serve as volunteers, should abide by and agree to this Statement on Marriage, Gender, and Sexuality and conduct themselves accordingly.

We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ.

We believe that every person must be afforded compassion, love, kindness, respect, and dignity. 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 the church.

**B. Statement of Biblical Authority**

The Statement of Faith does not exhaust the extent of our faith. The Bible itself, as the inspired and infallible Word of God that speaks with final authority concerning truth, morality, and the proper conduct of mankind, is the sole and final source of all that we believe. For purposes of Church doctrine, practice, policy, and discipline, the Board of Elders is the Church’s final interpretive authority on the Bible’s meaning and application.

**ARTICLE V: MEMBERSHIP**

Section 1 Categories of Membership

The Church shall have two categories of membership:

1) Regular Membership: Regular members shall have the right to vote at church meetings and to be eligible for nomination to Church-elected positions as stipulated in this Constitution. (Refer to **Article VII,
Section 2**.)

2) Inactive Membership: Inactive members shall have all the rights and responsibilities of regular membership, except the rights to vote at church meetings or to be eligible for nomination to church-elected positions as stipulated in this Constitution. Inactive members are encouraged to become regular members.

Section 2 Responsibilities of Membership

The responsibilities of membership include the following:

1) Diligence in continued personal growth in Christ;

2) Commitment to love and to help other members;

3) Concern for maintaining an effective witness in the world;

4) Regularity in corporate worship and fellowship;

5) Faithful stewardship of finances, time, and abilities;

6) Willingness to serve in elective, appointive, or other capacities in the Church consistent with God-given gifts and the leading of the Holy Spirit;

7) Prayerful support of the leadership and program ministries of the Church; and

8) Consistency in living and serving in the community in a way that is honoring to the Lord and to
the Church.

Section 3 Qualifications for Membership

Anyone shall be eligible for membership in this Church who:

1) Has been born again through saving faith in Jesus Christ;

2) Commits to the purposes of the Church described in **Article II**;

3) Subscribes to the Statement of Faith in **Article IV**; and

4) Accepts the responsibilities of membership in **Section 2** of this Article.

Section 4 Certification of Membership

Certification of membership shall be the function of the Board of Elders. Those who desire membership in the Church shall be certified as regular members after completing the membership process established by the Elders and affirming to two or more Elders that they meet the requirements set forth in **Section 3** of this Article.

Section 5 Revocation of Membership

Membership may be revoked by the Board of Elders upon gross neglect of the responsibilities of membership or when a member manifests failure to meet one or more of the qualifications described in **Section 3** of this Article. One whose membership is revoked shall be so informed in writing, and may request reversal of this action at a subsequent regularly scheduled Elders’ meeting. If revocation is not reversed, a final appeal may be requested at the next annual Church Business Meeting.

Section 6 Transfers and Resignations of Membership

Members who leave this Church may make written request for a letter of recommendation to another church, which request shall constitute a termination of membership in this Church. A member may also resign by written notice to the Board of Elders.

Section 7 Roster of Church Membership

The Board of Elders shall review and revise the Church Membership Roster annually and shall include in its written report to the Church at the annual business meeting the total number of regular and inactive members on the Church Membership Roster.

**ARTICLE VI: MEETINGS**

Section 1 Religious Meetings

The Church shall meet each Sunday for religious purposes, and at other times as the members or officers shall determine.

Section 2 Business Meetings

1) The annual business meeting of the Church shall be held in January (weather permitting) for the election of officers and the transaction of the other business of the Church. The Church fiscal year shall correspond to the calendar year.

2) Other business meetings for special purposes may be called by the Church Council, the Board of Elders, or the Board of Trustees at any time, but their business shall be limited to the purposes set forth in the notice thereof.

3) Notice of all Church business meetings shall be given from the pulpit on the two Sundays preceding the meeting.

4) The Pastor shall moderate all Church business meetings. In the absence of the Pastor, the Chairman of the Board of Elders shall moderate the meeting. The Clerk of the Board of Elders, or an alternate, shall serve as Clerk at Church business meetings, and shall keep minutes of all meetings.

5) A minimum of one fourth of the regular membership of the church shall constitute a quorum for the transaction of business, except where another quorum is stipulated in this Constitution.

6) A simple majority vote of those regular members present and voting shall decide all matters unless otherwise provided in this Constitution. Every effort shall be made, however, to achieve consensus and preserve unity in the Church.

7) Only regular members shall be eligible to vote in Church business meetings.

8) *Robert’s Rules of Order* (the latest edition) shall be the guidelines to be followed in matters of parliamentary procedure.

**ARTICLES VII: ELECTIONS**

Section 1 Nominations

Nominations for officers of the Church whose terms are to expire at the end of the year shall be made by the Nominating Committee. Additional nominations from the floor shall be permitted for every office for which nominations are being submitted, as long as the nominee whose name is submitted meets the stated qualifications and consents to being nominated.

Section 2 Terms of Office

Unless otherwise stipulated, all persons elected to boards and committees shall be elected for three-year terms. Terms shall be staggered so that one third of the terms expire each year. No board or committee member shall serve consecutive terms, either partial or full, aggregating more than six years. Having served two consecutive terms, the person shall be ineligible for further service on that board or committee until at least one year has elapsed from the expiration date of the last term served. Subsequent to this sabbatical leave, such individual shall again be eligible for service.

Unless otherwise stipulated, only regular members of the Church are eligible to be elected to committees, boards, or other offices. Members may serve in only one elected position at a time.

Section 3 Vacancy of Church-elected Positions

Should the Church Council declare a Church-elected position vacant, the filling of the vacancy, for the duration of the term, shall be left to the discretion of the affected Board. If there are unelected candidates from the previous election, they shall be given consideration. The individual selected to complete the remainder of a term will require ratification by the Church Council at its next regularly-scheduled meeting.

**ARTICLE VIII: CHURCH COUNCIL, BOARDS AND COMMITTEES**

Section 1 Qualifications

In selecting leaders in the Church, a basic assumption is to be made that not everyone qualified for membership is qualified for leadership. Those nominated for the office of Elder shall satisfy the biblical qualifications for an Elder, described in *1 Timothy* 3:1-7 and *Titus* 1:5-9. Those nominated for election as Trustees or Treasurer shall meet the same spiritual qualifications, but may be a woman.

Section 2 Church Council

1) The Church Council shall consist of the Board of Elders, the Board of Trustees, the Church Treasurer, the Pastor, and one representative of the Women’s Ministries.

2) Additional Church Council members may be appointed to represent specific ministries in the church (e.g., the Sunday School) at the discretion of the Church Council.

3) The Church Council shall oversee all the affairs that take place in the name of the Church, including those duties delegated to the Elders, Trustees, Treasurer, and any other officers, committees, and staff. They shall normally meet once monthly in the performance of their duties.

4) The Church Council shall review for approval every discretionary expenditure as stated in the official Church Financial Policy.

5) A summary of the Church Council meeting’s minutes, including the Treasurer’s report, shall be made available upon request.

Section 3 Elders

1) The Board of Elders shall consist of up to six men elected by the Church.

2) The Board of Elders shall exercise spiritual government and discipline, and thereby shall assume the spiritual oversight of the Church, including the final determination of Church doctrine in accordance with the Statement of Faith in **Article IV**. It is the responsibility of the Elders to watch over and care for those who have committed themselves in their charge by membership, and also to demonstrate interest in and support of those who are not members but regularly attend. They shall exercise their teaching gifts in the ministry of the Word and shall guard from corruption of doctrine and morals.

3) Each year, following the annual business meeting, the Board of Elders shall select from among its members a Chairman and a Clerk, except that ordinarily no Elder shall be designated Chairman or Clerk who has not at some time served one year on the Board of Elders. Together with the Pastor, they shall prepare the agenda for meetings of the Board of Elders and for church business meetings. The Chairman or the Pastor shall serve as moderator of meetings of the Board of Elders. In the absence of the Pastor, the Chairman of the Board of Elders shall also serve as moderator for Church business and Council meetings. The Clerk of the Board of Elders shall keep the Church Membership Roster and a permanent record of Board of Elders and Church minutes.

4) The Church, through the Board of Elders, may ordain persons who meet the requirements as stated in **Article IX, Section 1**.

Section 4 Trustees

1) The Board of Trustees shall consist of up to six persons elected by the Church.

2) The Board of Trustees shall have power to acquire, hold, and dispose of real and personal property of this corporation, and shall have full power and authority to borrow money and execute its notes and/or bonds and to secure the same by mortgage or other encumbrance upon its real or personal property as directed by the Church Council at a Church business meeting called for that purpose. The Board of Trustees shall be responsible for all property of the Church and shall be held accountable to the Church Council. It shall be the responsibility of the Board of Trustees to oversee the physical needs and operations of the Church that will include the hiring of any needed non-ministerial personnel subject to the provisions in **Article IX, Sections 3 and 4**.

3) Each year, after the annual election, the Board of Trustees shall select one of its members to be Chairman of the Board of Trustees, one to serve as Clerk, and such other officers as the board may deem necessary. The Clerk shall maintain minutes of the meetings.

4) The Board of Trustees shall make a written report of activities to the Church at the annual business meeting.

5) If the Church should fail to have an annual business meeting, or if for any reason the Church does not elect Trustees to maintain the board size approved by the Church, or if the Church members vote to dissolve the Church, those Trustees then serving on the Board of Trustees shall continue in office until replaced, or until all assets are disbursed and the corporation dissolved. Those Trustees continuing in office shall have authority to disburse property, as described in **Article XIII**. The provisions in this section supersede the restrictions in **Article VII**.

Section 5 Church Treasurer and Assistant Treasurer

1) The Church Treasurer and Assistant Treasurer shall be elected for a term of one year by the Church without limit on the number of terms. The Treasurer shall be a member of the Church Council. The Treasurer and the Assistant Treasurer shall meet the qualifications for a deacon described in *1 Timothy* 3:8-13, but may be a woman.

2) The Church Treasurer, and/or the Assistant Treasurer, shall receive and disburse all Church monies for current expenses, the general fund, the building fund (if any), the mission fund, and any other funds, at the direction of the Church Council, the Board of Trustees, or the Board of Elders. (Refer to **Article VIII, Section 2, No. 4**.) Money received in special offerings authorized by the Board of Elders, or received as specially designated gifts, may be disbursed by the Treasurer to the person or organization for whom the offering was designated. (Note that specially designated gifts shall not be receipted as tax-deductible contributions, as per IRS regulations.)

3) The Church Treasurer, and/or Assistant Treasurer, shall keep accurate records of all receipts and transactions, and shall make a written report of fiscal year receipts and expenditures at the annual business meeting. (It shall normally be the responsibility of the Assistant Treasurer to count, record, and deposit incoming funds and that of the Treasurer to make and record disbursements.) The Treasurer shall make monthly reports available to the Church Council. There shall be an annual audit of all receipts and disbursements, as stipulated by the Church Council.

Section 6 Sunday School Superintendent

1) The Sunday School Superintendent and the Associate Superintendent shall be appointed annually by the Board of Elders, to serve at the pleasure of and be responsible to the Board of Elders. If agreeable to the Church Council, the Associate Superintendent may become the Sunday School Superintendent the following year.

2) As the Board of Elders’ agent, and working in concert with the Pastor, the Sunday School Superintendent shall be responsible for conducting the Sunday School program of the Church, including identification of teachers and other workers, arranging for substitute teachers when necessary, maintaining attendance records, collecting the Sunday School offering, and the procurement of curriculum and necessary literature and supplies and equipment for Sunday School. General requests for new classes or revision of content or delivery shall be made to the Sunday School Superintendent for approval by the Elders, who are to be kept apprised of the curriculum being taught.

3) The tenure of the Sunday School Superintendent shall not be limited by the provisions of **Article VII**.

Section 7 Committees

1) Nominating Committee

The Nominating Committee shall consist of two members designated by and from the Board of Elders (one of whom shall be named by the Board of Elders as Chairman), one member designated by and from the Board of Trustees, and four members elected by and from the Church. The committee shall serve for one year.

The Nominating Committee, in identifying candidates for office, shall review with each candidate the qualifications for and the responsibilities of the office, and shall obtain from the candidate an expression of the candidate’s self-perception of meeting the qualifications of the office and an expression of willingness to discharge its responsibilities.

2) Pastoral Search Committee

The membership, philosophy, and process to be followed by the Pastoral Search Committee shall be as described in the Church Policy Manual.

3) Pastoral Relations Committee

The membership, philosophy, and process to be followed by the Pastoral Relations Committee shall be as described in the Church Policy Manual.

4) Audit Committee

The Audit Committee shall consist of one member from the Board of Elders and two members from the Board of Trustees. Members shall serve for one yearly audit and report to the congregation at the annual business meeting.

5) Other Committees

Other standing or *ad hoc* committees may be appointed by and serve at the pleasure of the Board of Elders, or may be elected by the Church upon the recommendation of the Board of Elders or Board of Trustees.

6) Quorum

For all board and committee meetings, one-half of the membership of the board or committee shall constitute a quorum.

Section 8 Additional Responsibilities

Additional responsibilities, if any, of the Church Council, Elders, Trustees, Church Treasurer or Assistant, Sunday School Superintendent, or any standing or *ad hoc* committee shall be as described in the Job Description Handbook.

**ARTICLE IX: PASTOR AND OTHER STAFF**

Section 1 Pastor

1) The Pastor shall meet the qualifications for an elder described in *1 Timothy* 3 and *Titus* 1. (See **Article VIII.**) Because of the leadership and teaching responsibilities of the office, appropriate educational background (ordinarily college and seminary training or the equivalent) will be expected of the Pastor. Also, the Pastor, and his wife if he is married, shall accept and believe the Statement of Faith in **Article IV**. In addition, it is necessary that the Pastor’s wife, if any, share a commitment to Christ and to Christian service.

2) It shall be the duty of the Pastor, together with the Elders, to oversee the spiritual life of the Church. The Pastor shall preach the Word of God, administer the ordinances, engage in visitation, and instruct others to become undershepherds of the Church. The Pastor shall serve as an ex-officio member of all church boards and committees.

3) The Pastor and the Pastor’s wife, if any, shall become regular members of the Church by virtue of acceptance of the call.

4) The Board of Elders may accept the resignation of the Pastor.

5) A congregational meeting to consider the dismissal of the Pastor may be called by the Board of Elders or the Church Council, and the announcement must specify the purpose of the meeting when the matter of dismissal is considered. A majority vote of those regular members present and voting is required to dismiss the Pastor.

Section 2 Other Ministerial Staff

1) Anyone called as an Associate or Assistant Pastor shall meet the same spiritual qualifications as the Pastor and shall be called, or dismissed, in the same manner as the Pastor. Associate and Assistant Pastors shall labor under the direction of the Pastor and the Board of Elders.

2) Other ministerial staff members may be employed by the Board of Elders, consistent with provisions as approved at a duly called Church Council meeting or a congregational business meeting. The Board of Elders shall determine the qualifications for any position, except that all persons employed shall be spiritually mature Christians of good reputation.

Section 3 Other Non-ministerial Staff

Other staff necessary for the ministry of the Church shall be employed by the Board of Trustees, or by a board or committee to which the task has been delegated. Such employment shall depend on provision in the annual budget or the availability of financial resources and on approval of the Church Council or following approval at a duly-called Church business meeting.

Section 4 Staff Behavior

Any and all staff of the Church shall accept the Church’s Statement of Faith in **Article IV** as their standard of behavior for their professional actions, daily lifestyle, and personal behavior. Willful disregard and deviation in any of these from said standard of behavior by any staff member of the Church shall be sufficient cause for termination of that staff member’s employment as determined by their employing/appointing authority.

**ARTICLE X – OTHER ORGANIZATIONS**

Women’s Ministries and OAKS of Fairhaven (men)

1) The Women’s Ministries and OAKS organizations shall serve to facilitate various internal and external ministries of this Church, in accordance with our Church Purpose and Statement of Faith.

2) Both organizations shall consist of volunteers from the Church and shall select from their membership such officers as the members deem necessary on an annual basis.

3) In order to promote and provide unity of vision and purpose across all the ministries of the Church, the officers of both organizations shall coordinate their activities with the Board of Elders and/or the Board of Trustees.

4) Both organizations shall make a written report to the Church at the annual business meeting.

**ARTICLE XI – BACKGROUND CHECKS**

Before being employed by Fairhaven Church and/or appointed to any Church office, board, committee, or teaching position, all candidates for any paid or unpaid position shall be required to agree to submit to a national background check for any record of criminal activity, including a check of their driving record. The Church will absorb the cost of obtaining background checks.

**ARTICLE XII – USE OF CHURCH FACILITIES**

The church’s facilities were provided through God’s benevolence and by the sacrificial generosity of the congregation. The congregation desires that its facilities be used for the ministries and fellowship of the Body of Christ and always to God’s glory. Use of the Church facilities is normally limited to:

 1) services and other events scheduled by the Church or approved Church groups; or,

 2) activities scheduled by members or regular attenders.

Any other use (e.g., by community organizations, etc.) must be approved by *both* the Elders and Trustees.

Use of any Church property for weddings, or any activities related to weddings (including, but not limited to wedding ceremonies, showers, or receptions) must conform to the Statement of Marriage, Gender, and Sexuality in **Article IV** of this Constitution and to the Marriage Policy (approved by the Elders). (The Church will not rent its facilities to non-attenders for wedding-related activities.)

In no case will the facilities be permitted to be used by persons or groups holding, advancing, or advocating beliefs, or advancing, advocating, or engaging in practices that conflict with the Church’s faith or moral teachings, which are summarized in the Church’s Constitution. Nor may facilities be used (even by members or regular attenders) for activities that contradict, or are deemed by the Elders as inconsistent with or contrary to, the Church’s faith or moral teachings.

This restricted facility use policy is necessary for two important reasons. First, the Church may not in good conscience materially cooperate in activities or beliefs that are contrary to its faith. Allowing its facilities to be used for purposes that contradict the Church’s beliefs would be material cooperation with that activity, and would be a grave violation of the Church’s faith and religious practice. (See *2 Corinthians* 6:14; *1 Thessalonians* 5:22.)

Second, it is very important to the Church that it presents a consistent message to the community, which the Church staff and members conscientiously maintain as part of their witness to the Gospel of Jesus Christ. To allow facilities to be used by groups or persons who express beliefs or engage in practices contrary to the Church’s faith would have a severe negative impact on the message that the Church strives to promote. It could also be a source of confusion and scandal to Church members and the community because they may reasonably perceive that by allowing use of our facilities, the Church is in agreement with the beliefs or practices of the persons or groups using Church facilities. This policy applies to all Church facilities, regardless of whether the facilities are connected to the Church’s sanctuary, because the Church sees all of its property as holy and set apart to worship God. (See *Colossians* 3:17.)

General facilities policies shall include:

1) No alcohol may be served or consumed in Church facilities or on Church property.

2) Smoking, vaping, or the use of any other tobacco product or illicit drugs, is prohibited inside any Church facility.

3) Abusive or foul language and/or violent behavior are prohibited while using Church facilities. Any person exhibiting such behavior will be required to leave the premises.

Other specific policies related to the use of Church facilities shall be developed jointly by the Trustees and Elders and shall be published in the Church Policy Manual. These shall include questions of fees (if any), scheduling and reservations, use of kitchen and/or custodial supplies, etc. Matters concerning insurance liability or the physical structure of the Church facilities shall be under the jurisdiction of the Trustees; matters concerning conformity to Church doctrine in the use of said facilities shall be under the jurisdiction of the Elders.

**ARTICLE XIII: DISPOSITION OF PROPERTY**

Section 1 Division of Membership

In the event of the division of the membership into two or more groups, the property and all associated liens and mortgage indebtedness shall remain with the group retaining the largest proportion of the regular membership at the time of the division.

Section 2 Dissolution of the Church

In the event that the regular membership dwindles to what is felt to be an inoperable number or if the members vote to dissolve the Church, the duly elected Trustees, subject to the approval of the existing Church Council, may dissolve the corporation and may disburse all assets, including real estate, to non-profit corporations having purposes and doctrinal orientations compatible with those of this Constitution.

**ARTICLE XIV: AMENDMENTS**

This Constitution may be amended by having the amendment approved by vote at two Church business meetings held not less than two weeks apart.

At the earlier meeting, if the proposed amendment, upon being read in its entirety and/or being distributed in written form to all present, receives approval of a majority of those present and voting, the proposed amendment shall be eligible for additional consideration at a subsequent Church business meeting. (Changes to the amendment may be adopted at this first meeting if, in the opinion of the moderator, they do not alter the intent of the proposed amendment.)

At the subsequent Church business meeting, the amendment, as approved at the first meeting, shall be read in its entirety and/or distributed in written form to all present. If after this second reading the amendment is approved by a two-thirds majority vote of those members present and voting, the amendment shall be incorporated into the Constitution. (No changes to the proposed amendment may be made at this second meeting.)

Written copies of proposed amendments shall be distributed at Sunday services at least one week before each of the first and second readings.

**ARTICLE XV: ADDITIONAL DOCUMENTS**

In addition to this Constitution, which may be amended only by action of a congregational business meeting (as described in Article XIV), two other documents may also contain official regulations of the Church, but may not in any case violate or supersede this Constitution:

CHURCH POLICY MANUAL: All policies for the church – not identified in the Constitution – shall be printed in the Policy Manual. Policies may be established by the Board of Elders, the Board of Trustees, the Church Council, and/or the action of a congregational business meeting. Policies may be amended or rescinded by the body that established them. Action of a congregational business meeting may amend or rescind policies established by any other board or committee in the Church.

JOB DESCRIPTIONS HANDBOOK: All detailed job descriptions, if any, for elected or appointed Church positions – not identified in the Constitution or Policy Manual – shall be printed in the Job Description Handbook. Job descriptions may be defined by the Board of Elders, the Board of Trustees, the Church Council, and/or the action of a congregational business meeting. Job descriptions may be revised or rescinded by the body that established them. Action of a congregational business meeting may revise or rescind job descriptions defined by any other board or committee in the Church.

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This Constitution was amended by the Church membership on March 12, in the year of our Lord, 2017.