

**CONSTITUTION**  
**OF**  
**CITY SOUL MINISTRIES**

This Constitution governs the affairs of City Soul Ministries, a West Virginia Nonprofit Religious Establishment (the “Church”). The Church is organized under the West Virginia Code of Laws.

The principal office of the Church in the State of West Virginia shall be located in Vienna, Wood County, West Virginia.

This congregation is organized as a church exclusively for the charitable, religious, and educational purposes within the means of section 501© (3) of the internal revenue code of 1986. This church exists by the grace of God, for the glory of God, which shall be the ultimate purpose in all its activities. Further purposes include, but are not limited to, glorifying God by loving Him and obeying His commands and worshipping Him, equipping the saints through Bible instruction and study; proclaiming the gospel of Jesus Christ through preaching and personal evangelism, and any other means consistent with the teachings of Holy Scripture; encouraging, supporting, and participating in missions, work, local, domestic, and international, administering the ordinances of baptism and communion, encouraging Biblical fellowship among believers, serving other individuals, families, and churches by providing for physical, emotional, and spiritual needs, in the name of Jesus Christ and calling fellow churches to biblical faithfulness and purity through instruction and encouragement about the nature of the local church.

In the by laws we seek to conform ourselves to the principles of government set forth in the New Testament. Although the policies the procedures contained in these by laws are present best understanding of a sincere people, they are neither sacred nor infallible. They are subject to change by the church in accordance with due process described herein. We do not depend on these Bylaws for the ultimate security for our fellowship, but commit ourselves to Him who is the Great Shepherd and Guardian of our souls.(1 Peter 2:25) Within the guidelines of scripture, the church is a liberty to establish policies and procedures for the purpose of doing all things properly and in an orderly manner. (1 Cor 14:40.) While we do not regard the work of the Lord as secular in any sense, we acknowledge our responsibility to do all things in a way that is honest in the sight of all men (Rom 12:17) and render all that is properly due to the civil authority which God has ordained for our good. ( Rom 13:1-7).

## ARTICLE 1

### Statement of Faith and Beliefs

#### Biblical Authority, Holy Scriptures

A). **Biblical Authority-** We believe the Old and New Testament are the verbally and plenary inspired word of God. Being fully persuaded that the Holy scriptures are inerrant, infallible and God-breathed and are therefore the final authority for all faith and life and are the ultimate constitution for His church. The sixty six books of the Old Testament and New Testament are the complete and divine revelation of God to Man. The scriptures are interpreted literally by consistently applying the rules of grammar, literature, history, and culture in order to unlock and understand the authors meeting. This method of interpretation recognizes the fact that the authors of the scriptures were divinely inspired. We, as the ministry partners of City Soul Ministries, joyfully pursue the exaltation of Christ in the life of the church through the constitution set forth in the pages. We believe that the Bible is without error and is our ultimate authority. It is God's spoken word to us. (*2 Timothy 3:16-17; 2 Peter 1:20-21; Hebrews 4:12.*)

We also believe that the scripture interpreted in their natural, literal sense reveal divinely determined decrees or rules of life that define mans' responsibilities before a Holy God and are absolute and applicable to all people, in all places, and in all ages (past, present, and future.) The scripture not only reveal the way of salvation, but they are divinely ordered through which God directs man according to His purpose and are presented therewith in: The Law, the Prophets, Wisdom literature, the Gospels, Epistles, and Revelation. (Deut. 4:1-2, 44-45; Deut 30:1-20; Ezra 9:5-11; Ps 11:10, Prov 1:1-7; Prov 3:1-26; Mark 1:1; Matt 24:14; Mark 16:15; Luke 16:16; John 20:30-31, Luke 24:25-27, 1 Pet 1:10-13; 2 Pet 1:16-21; Gal 3:22-24; Eph 3:1-13; 1 Tim 3:16; Rev 22:10-21)

B.) **The Godhead-** We believe in one triune God, eternally existing in three persons-Father, son, and Holy spirit- each co-eternal in being, co-identical in nature, co-equal in power and glory, and having the same attributes and perfections. Each functions differently in respect to Gods dealing with man. (Deut. 6:4; Eph 4:4-6.)

1. **The Father-** The first person of the trinity orders and directs all things according to His own purpose, pleasure and grace. He has decreed all things that come to pass are for His own glory. He graciously involves Himself in the affairs of men, hears and answers prayer, and saves from sin and death all who come to Him through Jesus Christ. (Matt 6:9; John 5:19-24; Eph. 1:3-6).

2. **The Son-** Jesus Christ is both the eternal Son of God and virgin-born son of man. Fully God and fully man, he surrendered nothing off his deity during his early life.

Having led a sinless life, he satisfied the father's justice concerning sin by his death. We believe in his bodily resurrection, his physical ascension, and his visible return to this earth to establish his earthly kingdom. (1 Cor.15; Heb 2:17-18; Rom. 3:24-26; Col. 2:9; John 1:14-18; Rev. 20:11-15.)

3. **The holy spirit-** The third person of the trinity executes the will of God in the world of men. The holy spirit applies the salvation Jesus Christ secured through his death on the cross and convicts the world of sin, righteousness and judgment. The holy spirit empowers the church to live a lifestyle that is pleasing to God, endowing it with special gifts that equip believers to accomplish distinct ministries which were planned beforehand by God the Father. ( 1 Cor. 12; Eph. 2:10, John 3:1-8; John 16:4-15; Eph. 1:13-14, 2:8-10; John 15:16; Gal. 5:16-25.)

4. **The person and work of Christ-** 1. We humbly submit to him who is the head of his body and the only lawgiver for his church that is in all things Christ might have first place and final say. (Eph. 1:22-23; Jas. 4:12, Col 1:18.) 2. We believe that the Lord Jesus Christ, the eternal son of God, became man without ceasing to be God, having been conceived by the Holy Spirit and born of the Virgin Mary, in order that he might reveal God and redeem sinful man. (Isah. 7:14; Luke 1:35; John 1:1-2, 14, Cor. 5:19-21; Gal 4:4-5, Phil 2:5-8.) 3. We believe that the Lord Jesus Christ accomplished our redemption through his death on the cross as a representative, vicarious, substitutionary sacrifice, and that our justification is made by his literal, physical resurrection from the dead. (Acts 2:18-36; Romans 3:24-25; Eph. 1:7; 1 Pet 1:3-5.) 4. We believe that the Lord Jesus Christ ascended to heaven and is now exalted at the right hand of God where, as our high priest, he fulfills the ministry of representative, intercessor, and advocate. (Acts 1:9-10, Romans 8:34, Heb. 9:24, 1 John 2:1-2.)

5. **The person and work of the holy spirit.** 1. We believe that the Holy Spirit is a person who convicts the world of sin, of righteousness, and of judgment; and, that he is the supernatural agent in regeneration, baptizing all believers into the body of Christ, indwelling and sealing them unto the day of redemption. (John 11:6-8, Romans 8:9; 1 Cor. 12:12-14, 2 Cor. 3:6; Eph 1:13-14.) 2. We believe that he is the divine teacher who assists believers to understand and appropriate the scriptures and that it is the privilege and duty of all the saved to be filled with the spirit. (Eph 1:17-18, 5:18; 1 John 2:20, 27.) 3. We believe that God is sovereign in the bestowal of spiritual gifts to every believer. God uniquely uses evangelists, pastors, and teachers to equip believers in the church to do the work of the ministry. (Romans 12:3-8; 1 Cor. 12:4-11, 28; Eph 4:7-12.) 5. We believe that the sign gifts of the holy spirit, (I.E. speaking in tongues, miraculous signs and wonders) served to authenticate the Apostles of Jesus Christ, whom he called, endowed with his power and authority, and appointed as the foundation of his church, and therefore were specific to the first century apostolic age. Ultimate deliverance of the body from

sickness or death awaits the consummation of our salvation in the resurrection, although God does frequently choose to answer the prayers of believers for physical healing. (1 Cor. 1:22, 13:8, 14:21-22.)

6. **The nature of man-** We believe that man was directly created in the image and likeness of God to enjoy his fellowship and to fulfill God's will on this earth. Man fell into sin by a voluntary act of personal disobedience to the will of God; consequently, all men are spiritually dead, alienated from God, and subject to the certainty of both physical and spiritual death apart from Jesus Christ. The fall of man was a once for all historical fact. Its spiritually deadening effect spread to all men, each of whom is born with a sinful nature and sins habitually in thought, word and deed. (Genesis 1:26-27; Genesis 2:7; Genesis 3:3-4; Romans 1:18-32; Romans 3:10-23; Eph 2:1-3, 4:17-19.)

7. **Salvation and assurance to believers-** 1. We believe that Jesus Christ died for our sins as the only sufficient sacrifice. All who believe in him are declared justified by the father on the grounds of Jesus' death and resurrection. All who repent and receive the Lord Jesus Christ by grace through faith have been regenerated by and baptized in the holy spirit. They are thereby the children of God forever and members in the one true church, the body of Christ. This salvation results in righteous living and good works as the believer submits his life to the word of God and the direction of the holy spirit. (John 14:6; Titus, 3:4-7; Acts 4:12; John 1:12; Romans 3:21-26; 1 Cor. 15:1-4; Eph. 1:7, 2:2-9; Heb. 10:10-12; 1 John 5:11-13; Gal. 3:26, John 1:12, 3:16, 5:24.)

8. **The church-** We believe that all who have been regenerated by the holy spirit belong to the one true church and are directed by the scriptures to associate themselves in local, visible churches. The local church is the only visible representation of Christ's invisible church and consists of regenerated, born-again believers. The two-fold purpose of the church is to lead men to Christ and mature them in faith. (Heb. 10:24-25; Acts 2:41-47, 4:1-16; 1 Cor 12-14; Matt 16:13-28, 28:18-20; Eph 2:19-22, 24; 1 Thess. 4:15-17; John 14:1-3; Acts 2:9-11.) 2. We believe the local church is autonomous in its relationship, free of any external authority or controls. Any affiliations, societies, organizations, associations or agencies this church affiliates with to further the objective stated. 3. We believe the local church to be autonomous in the election of its own members to the biblical offices of elder, deacon, and leadership team. (1 Tim 3, 5:17-25.)

9. **Separation-** We believe that believers should maintain a Godly testimony and live in such a way that their lives do not bring reproach upon their Savior. God commands his people to separate from all religious apostasy, all worldly and sinful pleasures, practices, and associations, and to refrain from all immodest and immoderate philosophies that seek to destroy or undermine the truth of Biblically Christianity. (Lev. 19:28; Rom. 12:1-2, 14:13; 1 Cor 6:19-20, 2 Cor. 6:14, 7:1; Eph 5:1-5; 2 Tim. 3:15; 1 John 2:15-17; 2 John 9-11.)

10. **Baptism-** We believe that baptism is an essential first step for a believer who seeks to become a disciple of Jesus Christ who commissioned His church to go into the world, make disciples, and baptize them in the name of the Father, Son, and Holy Spirit.) Matt 28:19. We uphold the act of baptism as a sacred, uncompromisable induction of the scriptures. Every believer, serious about his or her faith, will follow Christ in obedience to His command to be baptized. Baptism declares a variety of scriptural truths- It proclaims Christ's death and resurrection (1 Cor. 15:1-4). It serves public notice to the world of one's new life in Christ (Matt 10:32.) It pictures a believer's death to sin and his resurrection to a spiritual life and lifestyle through the power of the holy spirit. (Rom 6:3-7, 10-11.) Our method of baptism is immersion. We feel strongly that this mode is the one presented in the New Testament for the following reasons; The Greek word for baptism means: "To submerge, plunge, drench, saturate, dip." (Arndt and Gingrich, Greek-English Lexicon of the New Testament, p. 131.) Immersion followed the Jewish proselyte practice. The practice of the early church was immersion. The command of scriptures is to "be baptized." By it, we both please the Lord and declare His reality in our lives and to the world.

11. **Creation-** We believe that the Genesis account of creation is neither allegory nor myth, but a literal, historical account of God's creation of the universe in six literal 24-hour periods. We reject evolution, the Gap theory, the Day-age theory, and the Theistic evolution as unscriptural theories of origin. (Gen.1-2; Ex 20:11.)

12. **The personality of satan-** We believe that satan is a person, the author of sin and the cause of the fall of man; that he is the open and declared enemy of God and man; and that he shall be eternally punished in the lake of fire. (Job 1:6-7; Isa 14:12-17; Matt 4:2-11, 25:41; Rev 20:10.)

13. **The eternal state-** We believe in the bodily resurrection of all men, the saved to eternal life, and the unsaved to judgement and everlasting punishment. (Matt 25:46; Jn 5:28-29, 11:25-26; Rev 20:5-6, 12-13.) We believe that the souls of the redeemed are, at death, absent from the body and present with the Lord, where in conscious bliss they await the first resurrection, when spirit, soul, and body are reunited and glorified forever with the Lord. (Luke 23:43; 2 Cor 5:8; Phil 1:23, 3:21; 1 Thess. 4:16-17; Rev 20:4-6.) We believe that the souls of unbelievers remain, after death, in conscious punishment and torment until the second resurrection, when with the soul and body reunited, they shall appear at the Great White Throne of Judgment and shall be cast into the Lake of Fire, not to be annihilated, but to suffer everlasting conscious punishment and torment. (Matt 25:41-46; Mark 9:43-48; Luke 16:19-26; 2 Thess 1:7-9; Jude 6-7; Rev 20:11-15.)

14. **The Lords' Supper-** We believe the Lord's supper is summed up in the command of Christ, "Do this in remembrance of me." It is first and foremost the memorial of Christ and his redemptive death, and secondly an expression of our

fellowship with one another. We believe the Lord's supper is open to all who meet the prerequisites outlined in the Scripture, that one personally know Jesus Christ as Savior and that they have a cleansed life. We corporately share the Lord's supper accordingly to the Scriptural guidelines, "as often as you do this, do this in remembrance of Me." (Luke 22:19; 1 Cor 11:24-25; Ps. 24:3-4; 1 Cor. 11:17-34.)

**15. Human Sexuality-** We believe that God has ordained the family as the foundational institution of human society. It is composed of persons related to one another by marriage, blood, or adoption. We believe that God wonderfully and immutably creates each person as a male or female. These two distinct, complementary genders together reflect the image and nature of God. Marriage is the uniting of one man born a man and one woman born a woman in covenant commitment for a lifetime. It is God's unique gift to reveal the union between Christ and His church and to provide for the man and the woman in marriage the framework for intimate companionship, the channel of sexual expression according to biblical standards, and the means for procreation of the human race. It is therefore not lawful for any man to have more than one wife, or for any woman to have more than one husband at the same time. It is the duty of Christians to marry in the Lord. We believe that God intends sexual intimacy to only occur between one man and one woman who are married to each other and that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman. Therefore, any form of sexual immorality, such as adultery, fornication, homosexual conduct, bisexual conduct, bestiality, incest, any use of pornography, or any attempt to alter (i.e. identifying or expressing a gender identity that does not match a person's physical/genetic sex) or change one's physical/genetic sex, is against the design of God and is therefore sin. We are all broken in our sin and are in great need of acceptance by God through the atoning work of Jesus Christ. We are all guilty sinners who have rebelled against a Holy God and who desperately need to respond to Christ in repentant faith. It is the awareness of our sin that reveals our need for redemption in Christ. Self-acceptance must not replace repentance and the liberating love of Christ that delivers us from bondage to our sins. Faith, sin, and repentance are Christ-directed. By God's grace, love, and the provision of His Son's death upon the cross, all who will, can receive salvation and forgiveness of sin. (Gen 1:26-28; 2:15-25; 3:1-20; Exodus 20:12; Leviticus 20:10-24; Deut. 6:4-9; Josh 24:15; 1 Sam 1:26-28; Psalms 51:5; 78:1-8; 127; 128; 139:13-16; Prov 1:8; 5:15-20; 6:20-22; 12:4; 13:24; 14:1; 17:6; 18:22; 22:6, 15; 23:13-14; 24:3; 29:15, 17; 31:10-31; Eccl. 4:9-12; 9:9; Malachi 2:14-16; Matt 5:31-32; 18:2-5; 19:3-9; Mark 10:6-12; Rom. 1:18-32; 1 Cor. 6:9-11; 1 Cor. 7:1-16; Eph. 5:1-12; 5:21-33; 6:1-4; Col. 3:18-21; 1 Tim. 5:8,14; 2 Tim. 1:3-5; Titus 2:3-5; Heb 13:4; 1 Peter 3:1-7; Rev. 21:5-8.)

## **Relationships**

We believe that God is a relational God and we who are created in His image are to be relational beings, both with those inside the church community and outside the church community. (*Genesis 1:26-28; Acts 2:44-46*).

## **Reproduction**

We believe that the body of Christ (the Church) is a living organism and all living things are to reproduce. We will be a church that is dedicated to the reproduction of other churches (Church Planting). This is the means to make disciples that make disciples. (*Matthew 28:19-20; Romans 12:4-8*)

## **Excellence**

We believe that excellence honors God and inspires people. We believe we are to do all we do for God's glory and we are to finish well. (*2 Timothy 4:7*)

## **Family**

We believe that the family is one of God's means to spread the Christian faith. We seek to create an atmosphere that strengthens families and places God and the center of our relationships. (*2 Timothy 1:5*)

## **Outward Relevance**

We believe that we are to attempt to communicate the good news of Jesus Christ by relating to the culture without compromising biblical absolutes. We are to be culturally relevant while remaining biblically pure. (*1 Corinthians 9:19-23*)

## **Prayer**

We believe that prayer is one way we communicate with God and that we will be a people of prayer in all that we do from beginning to end. (*Matthew 7:2-11; James 5:13-18*)

## **Transformed Lives**

We believe that believers in Jesus Christ are indwelt by the Spirit of God. We believe that the Spirit of God is convicting us and growing us into the likeness of Jesus Christ. (*2 Corinthians 13:18*)

## **ARTICLE 2**

### **Affiliations**

This Church shall be independent in the regulation of its own affairs. We are participating members of the Parkersburg Association of the West Virginia Baptist Convention, and the American Baptist Churches, USA.

## **ARTICLE 3**

### **Purpose and Limitations**

3.01 **Purposes.** The Church is organized and shall be operated exclusively for religious, charitable and educational purposes within the meaning of Section 501(c) (3) of the Internal Revenue Code of 1986, as amended. Notwithstanding the foregoing, the Church's purposes also include the limited participation of the Church in any other activities, including taxable activities, but only to the extent the activities would be permitted by a tax-exempt organization. More particularly, but without limitation, the purposes of this Church are:

- (a) To promote the Christian religion by any appropriate form of expression, within any available medium, and in any location, through the Church's combined or separate formation, of a church, ministry, charity, or school without limitation.
- (b) To spread the Gospel of Jesus Christ and the worship of God among its attendants and practice the Christian virtues included in the Holy Scriptures by any and all means possible, including but not limited to services, classes, crusades, fellowship meetings, telephone conferences, seminars and any other outreach activities.
- (c) To ordain, employ and discharge ordained ministers of the Gospel, and others, to conduct and carry on divine services at the place of worship of the Church and elsewhere.
- (d) To educate the body of Christ through any and all educational means deemed appropriate and to help attendees develop toward full Christian maturity and train them for effective ministry.

(e) To collect and disburse any and all necessary funds for the maintenance of said Church and the accomplishment of its purpose within the state of West Virginia and elsewhere.

(f) To handle affairs pertaining to property and other temporal matters as required by the civil authorities.

(g) To make distributions to organizations that qualify as exempt organizations under Section 501(c) (3) of the Internal Revenue Service Code of 1986 as amended.

## **ARTICLE 4**

### **Membership**

**4.01 Membership.** The Church shall have one class of membership. Membership in this Church shall consist of all persons who have met the qualifications of membership and are listed on the membership roster. The Leadership Team may adopt and amend the application procedures for membership in the Church. Power to manage and govern the Church shall be vested in the Leadership Team as set forth in Article 5 of this Constitution. As such members are not entitled to vote in person, by proxy, or otherwise.

**4.02 Qualifications for Membership.** The minimum qualifications for membership are as follows:

(a) A personal commitment of faith in Jesus Christ for salvation.

(b) Baptism by immersion as a testimony of salvation

(c) A commitment to abide by the Church's membership agreement and church rules.

**4.03 Termination and Dismissal of Membership.** Members shall be removed from the Church Roster for the following reasons: (a) by personal request of the member, (b) the transfer of membership to another church, (c) death, (d) failure to comply with the

Membership Agreement or church rules, or (e) termination of membership by the Leadership Team.

The Leadership Team may terminate a person's Church membership when, in the opinion of the Leadership Team, the member's life and conduct is not in accordance with the Membership Agreement or church rules in such a way that the member hinders the influence of the Church in the community.

**4.04 Restoration of Membership.** Dismissed members may be restored by the Leadership Team according to the spirit of II Corinthians 2: 7-8 and Galatians 6:1, when their lifestyles are judged to be in accordance with the Membership Agreement.

## **ARTICLE 5**

### **Management of the Church**

#### **Leadership Team**

**5.01 Leadership Team.** Power to manage and govern the affairs of the church is vested in the Leadership Team of the Church.

**5.02 Number and Term of Members.** The members of the Leadership Team shall consist of the Senior Pastor, his ministerial staff, and a number of additional Leaders that shall not be less than three (3), but is not to exceed twelve (12).

The Senior Pastor shall serve as the Chairman of the Leadership Team and shall be present and preside at all Leadership Team meetings. Each Leader, other than the Senior Pastor and his ministerial staff, shall hold office for a period of two (2) years or until his/her successor is elected, appointed, or designated herein, and may serve successive terms at the discretion of the Senior Pastor. The Senior Pastor shall be a full voting member of the Leadership Team.

**5.03 Powers.** The Leadership Team shall have all of the rights, powers, and responsibilities of a Leadership Team pursuant to the Code, subject to any limitations under the Code of the Church and this Constitution. The Leadership Team shall have final authority for affairs pertaining to property and other temporal matters as required by civil law for nonprofit organizations. In particular, the Leadership Team shall be responsible for the acquisition and disposition of Church property, which includes the management of its financial resources. The Leadership Team shall have the power to

buy, sell, mortgage, pledge or encumber any church property and incur related indebtedness.

**5.04 Nomination and Election.** The Senior Pastor shall nominate persons who he deems qualified to serve on the Leadership Team. In addition, the Senior Pastor may, at his discretion, appoint a Nomination Team to report to the Senior Pastor regarding suitable nominees. The persons nominated by the Senior Pastor shall be presented to the Leadership Team for election. In the event of a vacancy on the Leadership Team, the Senior Pastor shall nominate persons who he deems qualified to serve on the Leadership Team. The vacancy will be filled by an affirmative vote of the majority of the remaining Leaders serving. A person so elected to fill a vacancy shall be elected for the remainder of his predecessor's term.

**5.05 Meetings.** Regular or Special meetings of the Leadership Team may be held either within or outside the State of West Virginia, but shall be held at the Church's registered office in West Virginia if the notice thereof does not specify the location of the meeting. A regular or special meeting may be held by conference telephone or similar communication equipment, as long as all Leaders participating in the meeting can hear one another. All Leaders shall be deemed to be present in person at a meeting conducted in accordance with the foregoing sentence.

(a) **Regular Meetings.** Regular meetings of the Leadership Team may be held without notice if the time and place of such meetings are fixed by a resolution of the Leadership Team.

(b) **Special Meetings.** A special meeting of the Leadership Team may be called by the Senior Pastor or any two (2) Leaders.

**Action Without Meeting.** Any action required or permitted to be taken by the Leadership Team may be taken without a meeting, if all of the Leaders, individually, or collectively, consent in writing to the action. Such action by written consent or consents shall be filed with the minutes of the proceeding meeting of the Leadership Team.

**5.06 Quorum.** A majority of the number of Leaders then in office shall constitute a quorum for the transaction of business at any meeting of the Leadership Team.

**5.07 Proxies.** Voting by proxy is prohibited.

**5.08 Duties of Leaders.** Leaders shall discharge their duties, in good faith, with ordinary care, and prayerful consideration in a matter they reasonably believe to be in the spirit of the mission and vision of the Church.

The members of the Leadership Team shall also be designated as the “Trustees” of the Church in accordance with West Virginia Law.

**5.09 Delegation of Duties.** The Leadership Team is entitled to select Leaders and delegate duties and responsibilities to them, such as the full power and authority to purchase or otherwise acquire stocks, bonds, securities, and other investments on behalf of the Church; and to sell, transfer, or otherwise dispose of the Church’s assets and properties at a time and for a consideration that the Leader deems appropriate after consultation with the Team. The Leadership Team may remove or replace a Leader, with or without cause.

**5.10 Actions of Leadership Team.** The Leadership Team shall try to act by consensus. However, the vote of a majority of the Leaders present and voting at a meeting at which a quorum is present shall be sufficient to constitute the act of the Leadership Team unless the act of a greater number is required by law or by the Constitution. Leaders are not permitted to abstain from voting unless there is an apparent conflict of interest. In the spirit of promoting church unity, all Leaders agree to fully support the decisions of the Leadership Team in the Church and in the community or to resign from the Leadership Team.

**5.11 No Compensation.** Leaders, including the Senior Pastor, shall not receive salaries or compensation for their services to the Leadership Team. The Leadership Team may adopt a resolution providing for payment to Leaders for expenses of attendance, if any, at a meeting of the Leadership Team. A Leader may serve the Church in any other capacity and receive reasonable compensation for those services.

**5.12 Removal and Resignation of Leaders.** The Leadership Team may vote to remove a Leader, other than the Senior Pastor, at any time, with or without cause. A Leader may be removed by the affirmative vote of fifty percent (50%) of the Leaders and the Senior Pastors approval.

**5.13 Deadlock.** In the case where the Leadership Team shall, by reason of a deadlock (whether because an even number of Leaders is seated on the Board, or because certain Leaders are absent even though a quorum is present, or because of abstention, or for any other reason) be unable to reach a conclusive vote on any issue before the Board, then, in such instances, the President-Senior Pastor shall cast a ballot which shall be known as a “majority ballot,” so that an official act or decision may be taken by the Board. The majority ballot shall be cast in addition to the regular Leader’s vote cast by the President-Senior Pastor.

## ARTICLE 6

### Officers

**6.01 Officer Positions.** The officers of the Church shall be the President, Vice President, Secretary, and Treasurer, and any other officers chosen at the discretion of the Senior Pastor in accordance with Acts 14:23 and Titus 1:5. The Senior Pastor shall serve as the President and chief executive officer of the Church and shall act as moderator of the Church. The Senior Pastor may appoint a member of the Church to act as moderator. In the event of a vacancy in the office of Senior Pastor, the Leadership Team shall appoint a member of the Church to act as moderator. The moderator shall establish the agenda, protocol, and rules of order for each meeting and shall conduct the meeting accordingly. The Senior Pastor may create additional officer positions, define the authority and duties of each position, and appoint persons to fill the positions.

**6.02 Election and Term of Office.** The Senior Pastor of the Church is Luke Easter, and he shall hold office until he resigns, is removed, or dies. All other officers of the Church shall be appointed by the Senior Pastor.

**6.03 Removal.** Subject to the rights, if any, under contract of employment with the Church, the Senior Pastor shall only be removed, by the affirmative vote of three-quarters (3/4) of the Leaders present in person at any general or special meeting. The Senior Pastor shall be entitled to at least seven (7) days prior notice of such meeting. The Senior Pastor shall only be removed, subject to the terms of any employment agreement, from office, for any of the following reasons: (1) falling into sinful and worldly practices without repentance; (2) neglect of duties; (3) resignation; or (4) death or disability.

All other Church officers may be removed, with or without cause, by the Senior Pastor. The Senior Pastor is solely responsible for choosing his ministerial and secretarial staff and then presenting them to the Leadership Team for approval.

**6.04 Vacancies.** A vacancy in any office shall be filled only in the manner prescribed in this Constitution for regular appointment or election to that office.

**6.05 President-Senior Pastor.** The Senior Pastor shall be the President of the Church and shall be in charge of all the ministries of the Church. The Senior Pastor shall supervise and control all of the business and day to day affairs of the Church. The Senior Pastor shall be responsible for hiring a staff of his choice and shall supervise directly or by delegation all staff members so hired. The Senior Pastor shall be vested with the authority, subject to the rights, if any, under any contract of employment, to terminate any staff member's employment, with or without cause. The Senior Pastor may establish a Senior Management Team consisting of high-level staff or Leaders to assist the Senior Pastor in management of the Church.

The Senior Pastor is responsible for leading the Church in accordance with Biblical principles as set forth in the New Testament. As such, the Senior Pastor shall be the leader of the Church congregation, the Church staff, all Church organizations, all Church ministries, the Leadership Team, and all other Church Teams, to accomplish the New Testament purposes of the Church. The Senior Pastor is expressly authorized to do all things necessary and proper to fulfill the above-described leadership position and to fulfill all duties incident to the office of President.

The Senior Pastor shall devote sufficient time and energy to perform his duties. In addition, he is authorized to maintain his own business or work on his own creative works so long as he does not make use of Church resources and provided such business or creative works do not create a conflict of interest in his duty of loyalty to the Church. The Senior Pastor shall maintain ownership of all creative works. "Creative works" includes, but is not limited to sermons, Bible studies, sermon ideas, books and other writings.

In the event of a vacancy, for any reasons, in the office of Senior Pastor, the Leadership Team shall act as the Senior Pastor Selection Team.

**6.06 Vice President.** When the Senior Pastor is absent, is unable to act, or refuses to act in his role as chairman of the Leadership Team, the Vice President shall perform the duties of the Senior Pastor. When the Vice President acts in place of the Senior Pastor, the Vice President shall have all the powers of and be subject to all the restrictions upon the Senior Pastor. The Vice President shall perform other duties as assigned by the Senior Pastor or Leadership Team.

**6.07 Treasurer.** The treasurer of the Church shall: (a) have charge and custody of and be responsible for all funds and securities of the Church; (b) receive and give receipts for moneys due and payable to the Church from any source; (c) deposit all moneys in the name of the Church in banks, trust companies, or other depositories as provided in the Constitution or as directed by the Leadership Team; (d) write checks and disburse funds to discharge obligations of the Church; (e) maintain the financial books and records of the Church; (f) prepare financial reports at least annually; (g) perform other duties as assigned by the Senior Pastor and the Leadership Team; (h) perform all of the duties incident to the office of the treasurer.

**6.08 Secretary.** The Secretary of the Church shall: (a) give all notices provided in the Constitution or as required by law; (b) maintain custody of the cooperate records; (c) keep a register of the mailing address and contact information of each member, officer, and employee of the Church; (d) perform duties assigned by the Senior Pastor or by the Leadership Team; (e) perform all duties incident to the office of secretary.

## ARTICLE 7

### Transactions of the Church

7.01 **Contracts and Legal Instruments.** The Leadership Team may authorize an individual officer or agent of the Church to enter into a contract or execute and deliver any instrument in the name of and on behalf of the Church. This authority may be limited to a specific contract or instrument, or it may extend to any number and type of possible contracts and instruments.

7.02 **Deposits.** All funds of the Church shall be deposited to the credit of the Church in banks, trust companies, or other depositories that the Leadership Team selects. Any and all tithes, offerings, or special gifts collected in the Church or on behalf of the Church shall go into the general fund of the Church.

7.03 **Gifts.** The Leadership Team may accept on behalf of the Church any contributions, gift, bequest, or devise for the general purposes of the Church. The Leadership Team may make gifts and give charitable contributions that are not prohibited by this Constitution, state law, and any requirements for maintaining the Church's federal and state tax status.

7.04 **Real Property.** Title to real property of the Church shall be in the name of the Church. Real Property may be purchased in the name of or on behalf of the Church with the affirmative vote of the Leadership Team. Real property of the Church may be sold, mortgaged, conveyed, transferred, or otherwise disbursed with the affirmative vote of the Leadership Team.

7.05 **Purchases.** Any items, outside of the allotted Church Budget, purchased for the Church that require reimbursement must have the prior approval of the Senior Pastor or one of the members of the Leadership Team. If the individual making the request for reimbursement is on the Leadership Team then they must approve all purchases with the Senior Pastor. All receipts requesting reimbursement must be signed by the individual authorizing the purchase and are then to be given to the Treasurer for processing.

## ARTICLE 8

### Books and Records

8.01 **Required Books and Records.** The Church shall keep correct and complete books and records of account and make them available for inspection and copying as required by the Code.

8.02 **Fiscal Year.** The fiscal year of the Church shall begin on the first day of January and end on the last day in December each year.

## ARTICLE 9

### Miscellaneous Provisions

9.01 **Amendments to Constitution.** This Constitution may only be altered; amended, or repealed, and new bylaws may only be adopted by a majority vote of the Leadership Team.

9.02 **Seal.** The Leadership Team may provide for a seal.

9.03 **Parties Bound.** The Constitution shall be binding upon and inure to the benefit of the Church members, Leaders, officers, employees, and agents of the Church and their respective heirs, executors, administrators, legal representatives, successors, and assigns except as otherwise provided in the Constitution.

9.04 **Salaries and Performance Reviews.** Salaries shall be based on average annual salary recommendations from the West Virginia Baptist Convention. Salaries may be adjusted at the discretion of the Senior Pastor and Leadership Team. The Senior Pastor shall conduct performance reviews annually for all staff. The Senior Pastor shall undergo a performance review every two years. This review will be performed by a representative of the West Virginia Baptist Convention, or another outside religious organization that the Leadership Team deems appropriate. They will then prepare a recommendation and submit it to the Leadership Team for approval.

9.05 **Christian Alternative Dispute Resolution.** In keeping with 1 Corinthians 6:1-8, all disputes which may arise (1) between any member of the Church and the Church itself, or (2) between any member of the Church and any Pastor, officer, Leader, employee, volunteer, agent, or other member of this Church, which cannot be resolved internally, shall be resolved by the Peace Be Still (Peacemaking) Ministries offered through the West Virginia Baptist Convention. Should the Peace Be Still Ministry not be in existence at the time a dispute arises, the parties shall attend mediation and arbitration

through another faith based conflict resolution service. All parties agree to abide by the decision of the conflict resolution service.