

# **CONSTITUTION and BY-LAWS of FLAGSTAFF CHRISTIAN FELLOWSHIP**

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# CONSTITUTION

## ARTICLE I. NAME, DEFINITION AND PURPOSES

### Section A - Name

This church shall be known as Flagstaff Christian Fellowship.

### Section B - Definition of "Church"

1. Jesus Christ established the church (Matt. 16:18), of which He is the Head (Eph. 5:23; Col. 1:18). It is composed of all who have been regenerated by the Holy Spirit and have placed saving faith in the Lord Jesus Christ (Eph. 2:8-10; Titus 3:5-7).
2. The local Church is a fellowship of believers established by God to glorify, enjoy, and obey Jesus Christ. It is a part of the body of Christ, members of one another (Eph. 4:25), and knit together in love (Rom. 12; 1 Cor. 12; Col. 2:2).

### Section C - The Purposes of the Church

1. Praise & Worship: We purpose to worship and praise God corporately and individually. (John 4:23-24; Phil. 3:3; Hebrews 13:15)
2. Preach the Gospel: We purpose to preach, teach, and live the glorious gospel (1 Tim. 1:11) of the Lord Jesus Christ. We purpose to work for the spread of the gospel at home and abroad through personal witnessing, preaching, and cooperative missionary endeavor. (Matthew 28:18-20; 1 Cor. 9:19-23; 15:1-4; 1 Thess. 1:5; 2 Tim. 4:1-2)
3. Teaching: We purpose to teach and instruct the believers from God's Word of Truth (2 Tim. 3:16-17), and to encourage and equip the saints for discipleship and spiritual growth. (Matthew 28:19-20; Eph. 4:11-12; Col. 1:28)
4. Fellowship: As a body of believers, we purpose to encourage and further fellowship with God and each other (Lev. 26:12; 1 Cor. 1:9) through systematic Bible study, prayer, praise, worship, personal devotional practices, involvement in small accountability groups, and through the joyful mutual ministry of the spiritual gifts as bestowed by the Holy Spirit. (1 Cor. 14; Heb. 10:24-25; 1 Peter 4:10-11)
5. Holy Spirit and Prayer: We purpose to do all of the above through the power and leadership of the Holy Spirit and through dependence upon God through prayer. (Gal. 3:2-5; Eph. 5:18; Jude 20)

## **ARTICLE II. DOCTRINAL STATEMENT**

### **Introduction**

This church recognizes that it cannot bind the consciences of individual members in areas where the Scripture does not speak directly or where it can legitimately be understood in more than one way, but that each believer is to be led by the Lord to whom they alone are ultimately responsible. For the preservation of the peace and unity of the church, officers and teachers shall be in agreement with this Doctrinal Statement. All members should refrain from imposing doctrines that are not included in this Doctrinal Statement in such a way as to encourage doctrinal disputes which could destroy the peace and unity of the church.

By accepting and subscribing to these articles of faith, we by no means set aside or under value any of the Scriptures of the Old and New Testaments.

### **Section A - The Word of God, The Bible**

WE BELIEVE the Bible, which includes the thirty-nine books of the Old Testament and the twenty-seven books of the New Testament, to be the divinely inspired, infallible, inerrant, supreme and final authoritative Word of God for faith and life. (Ps. 19:7-11; Luke 24:27; John 17:17; Acts 17:2-3; 2 Tim. 3:16; 2 Pet. 1:20-21; 3:15-16)

### **Section B - The Trinity of the Godhead**

WE BELIEVE that the one God eternally exists in three Persons: God the Father, God the Son, and God the Holy Spirit; and that these three are one God, having precisely the same nature, attributes and perfection, and are worthy of the same homage, confidence, obedience, praise and worship. (Is. 48:16; Matt. 28:19; Mark 12:29; John 1:1,14; Acts 5:3-4; 2 Cor. 13:14)

### **Section C - The Total Sinfulness of Man**

WE BELIEVE that human beings were originally created in the image of God; that we sinned through disobedience and thereby incurred not only physical but also spiritual death, which is separation from God; that all human beings are born with a sinful nature; that all have fallen short of the glory of God; that we express our sinful natures through thoughts, words and deeds; and that in and of ourselves, we cannot please God. (Gen. 1:26; 2:17; 3:1-19; Ps. 51:5; Jer. 17:9; John 6:44,65; Rom. 3:23; 5:12; 8:7-8; Eph. 2:1-3)

### **Section D - The Person and Work of Jesus Christ**

WE BELIEVE in the virgin birth of the Lord Jesus Christ, His absolute deity, His sinless humanity and perfect life, the eternal all-sufficiency of His atoning death, His bodily resurrection, and His ascension to the Father's right hand, where as the only mediator between God and man He makes intercession for us until He comes again. (Isa. 7:14; Isa. 9:6-7; Luke 1:30-35, 2:40; John 1:1-2,18; Romans 8:34; 1 Cor. 15:4; Phil. 2:5-11; Col. 1:13-15; 1 Tim. 2:5; Heb. 1:3; 2:14-18; 1 John 3:5)

## **Section E - The Blood Atonement of Jesus Christ**

WE BELIEVE that Jesus Christ died for our sins, according to the Scriptures as a substitutionary sacrifice. His shed blood is the redemptive price for sinners, the only means of atonement for sin, and is appropriated by faith alone. (Lev. 17:11; Rom. 3:21-26; 5:6-8; 1 Cor. 15:3; 2 Cor. 5:21; Gal. 3:13; Eph. 1:7, 2:8-9; Titus 3:5; Heb. 9:22; 1 Pet. 1:18-19,23; 3:18)

## **Section F - Justification**

WE BELIEVE that justification is a judicial act of God whereby He pardons the believer's sin and declares the sinner righteous solely on the merits of Christ's sacrificial death and shed blood. This is an act solely of God and is appropriated by faith in Jesus Christ alone. (John 1:12; 3:7-8; Rom. 3:24,28; 4:4-5; 2 Cor. 5:21; Eph. 2:8-10; Col. 1:13-15; Titus 3:5-6; 1 John 1:9)

## **Section G - The New Birth (Regeneration)**

WE BELIEVE that the new birth, or regeneration, is the act of God which gives eternal life. When we were dead in our sins, He raised us up and made us alive together with Christ by grace alone. He imparts to us a new nature and puts his laws in our hearts and writes them on our minds. (John 1:12; 3:3-7; Rom 3:10,23; 2 Cor. 5:17; Eph. 2:1-5; 2 Tim. 1:9; Titus 3:5; Heb. 10:16; 1 Peter 1:23)

## **Section H - The Assurance of Salvation**

WE BELIEVE that God's Word teaches the assurance of salvation and the keeping power of God for daily living to every born again person and that this new life is eternal for the believer. (John 5:24; 10:28-29; Rom. 8:1, 28-39; 2 Cor. 5:1, 6-8; Phil. 1:6; 1 Peter 1:3-5; 1 John 5:13)

## **Section I - The Person and Work of the Holy Spirit**

WE BELIEVE that the Holy Spirit is the third person of the Godhead; that He convicts the world of sin, righteousness, and judgment; and that He regenerates, indwells, seals, enlightens, guides and empowers the believer. (John 3:6, 14:16-17, 16:7-15; Acts 1:8; Rom. 8:9; 1 Cor. 12:13; Eph. 1:13-14, 4:30, 5:18)

## **Section J - The Gifts of the Holy Spirit**

WE BELIEVE that the Holy Spirit sovereignly gives each believer at least one spiritual gift; that no believer is destitute of such a gift; that He gives these gifts to believers so that they might serve the body; and that the Church has been given specific gifted believers whose purpose it is to equip the saints for service and building up the body of Christ. (Rom. 12:6-8; 1 Cor. 12:4-11; Eph. 4:7-12; 1 Peter 4:10)

## Section K - The Christian Walk

WE BELIEVE that all who are born again by the Holy Spirit are made partakers of the divine nature, and are called with a holy calling to walk, not after the flesh, but after the Spirit; and that they can be victorious over the flesh through the power of the Holy Spirit and thus not manifest the works of the flesh, which would dishonor Christ's name, but manifest the fruit of the Spirit, which glorifies God. (Romans 6:8; Gal. 5:16-23; Eph. 1:3-14; 4:1-6:4; 1 Peter 1:15-16; 2 Peter 1:3-4)

## Section L - Marriage and Human Sexuality

WE BELIEVE that God has established marriage as the exclusive, lifelong covenantal union of one man and one woman (Genesis 2:24; Matt. 19:3-9). Hence, sexual activities outside of marriage including, but not limited to, adultery, premarital sex, homosexuality, and pedophilia are forbidden (Rom 1:26-27, 1 Cor 6:9; 1 Thess. 4:3-8). Further, lewd conduct, transgender behavior, bestiality, and the creation and/or distribution and/or viewing of pornography, are incompatible with Christian conduct (Matt. 5:27-28, Eph. 5:3-5).

## Section M - Missions

WE BELIEVE that we should obey Christ's command to go into the whole world to make disciples, proclaiming the gospel by word and deed. (Matt. 28:18-19; John 20:21; Acts 1:8; 2 Cor. 5:18-20; Col. 4:5-6)

## Section N - Ordinances

WE BELIEVE that there are two church ordinances, communion and baptism, which are the outward signs of inward spiritual reality and which our Lord Jesus Christ instituted and commanded for the Church.

1. Communion: The Church celebrates Communion with the use of bread and the cup (fruit of the vine), symbolizing the body and blood of Christ, in accordance with the accounts given in the Scriptures (Matt. 26:20-30; Mark 14:17-27; Luke 22:14-20; 1 Cor. 11:1-34). We believe that the Lord's Supper should be an important part of the Church life and a priority for every believer. Thus we observe communion frequently and regularly.
2. Baptism: Baptism in the name of the Father, Son and Holy Spirit is administered by immersion to born again believers (Matt. 28:18-19). Baptism is an act of obedience to Jesus Christ, a symbol of identification with Christ (Romans 6:4), and a public testimony of faith in Jesus Christ and the Holy Spirit's inward work of regeneration (Matt. 10:32-33). Baptism does not impart salvation, but follows salvation. (Acts 8:12; Ephesians 2:8-9) (Believer's baptism by immersion is the official teaching position and practice in this church. We will consider accepting into membership those who hold a different view of baptism, providing they agree not to teach this view in our church or make it a point of contention or division. Members accepted under this exception to doctrine shall be allowed to vote in all church matters except for amendments to this section of the constitution. They shall not be eligible to hold the position of Elder unless they come into full agreement with the view of baptism stated above. Elder board approval shall be required prior to their acceptance into membership.)

## **Section O - Second Coming of Christ**

WE BELIEVE in the personal, imminent, and bodily return of our Lord Jesus Christ to this earth in power and glory, which is the blessed hope for which we constantly should be looking (John 14:1-3; 1 Cor. 15:51-52; 1 Thess. 4:13-18; Titus 2:11-14). We recognize that godly, Bible-believing scholars have different views on the end times. While these views are worth studying and debating in a brotherly manner (because the Scriptures speak much about these matters), we should not make our views on prophecy a matter of faction or division in the church. Rather, biblical prophecy is given to motivate us to godly living and increased zeal for Christ's kingdom (2 Pet. 3:3-14; 1 John 3:2-3).

## **Section P - Heaven, Hell, and the Resurrection of the Saints**

WE BELIEVE in the resurrection of the saints to eternal blessedness in heaven and the lost to be raised to judgment, condemnation and eternal punishment in hell. (Dan. 12:2; Matt. 25:46; Luke 16:22-23; John 5:24,28-29; 14:1-3; 1 Cor. 15:16-23; 2 Cor. 5:6-8; Phil. 1:23; 1 Thess. 4:13-17; 2 Thess. 1:7-10; 1 John 5:11-13; Rev. 20)

## **Section Q - The Personality and Work of Satan**

WE BELIEVE that Satan is a real and personal spiritual being and that, as the "prince of the power of the air," he is now working in the children of disobedience. He uses demons and humans as agents in the execution of his ungodly purposes, and his final defeat is assured. (Isa. 14:12-27; Matt. 4:1-3; 2 Cor. 4:4; 11:3-4,13-15; Eph. 2:2; 2 Peter 2:4; Rev. 12:9; 20:10)

# **ARTICLE III. GOVERNMENT AND POWERS**

The government of this church is vested in its Board of Elders by the voting members under the headship of the Lord Jesus Christ. Membership admissions, dismissals, discipline decisions, and any other authority not granted to the Board of Elders by this Constitution or its By-laws is vested in this Church's voting membership. This Church is subject to no other ecclesiastical body, but willingly cooperates as God gives opportunity with all those of like faith and purpose. (Col. 1:18; 1 Timothy 2:1-10)

# **ARTICLE IV. MEMBERSHIP**

**Section A** - To become a member of this Church a person must have trusted Jesus Christ as Savior and Lord. Membership involves a personal relationship with Jesus Christ and draws us into a personal relationship and commitment to fellow believers. To become a member of this Church, one must also meet the qualifications and be voted into membership as set forth in the BY-LAWS of this constitution.

**Section B** - Membership is a privilege of commitment to the other members of Flagstaff Christian Fellowship. A person's commitment to membership includes his (or her) desire to support the church with his (or her) time, energy, spiritual and material gifts, and prayers.

**Section C** - Membership includes a commitment to give and receive ministry, admonition, and church discipline.

## **ARTICLE V. OFFICERS**

The Officers, their qualifications and terms of office are specified in the BY-LAWS.

## **ARTICLE VI. MEETINGS**

The requirements for meetings are specified in the BY-LAWS.

## **ARTICLE VII. PROCEDURES FOR AMENDMENT**

**Section A** - This Constitution may be amended by a two-thirds vote of voting members present at any properly called regular or special business meeting of the Congregation, but not less than twenty-four voting members.

**Section B** - The Bylaws may be amended by a majority vote of voting members present at any properly called regular or special business meeting of the Congregation, but not less than twenty-four voting members.

**Section C** - No amendment to the Constitution or Bylaws may be adopted unless it has been announced to the Congregation at each regular church service for two Sunday mornings preceding the regular or specially called business meeting, and a copy of the proposed amendment prominently posted in the Church for the two Sunday mornings preceding the meeting. A copy of the proposed amendment will be made available when requested.

## **ARTICLE VIII. SUPERIORITY OF CONSTITUTION**

Upon adoption by the voting membership, this Constitution and its Bylaws shall replace and supersede all prior Constitutions and Bylaws. In any apparent conflict between the Constitution and the Bylaws, the Constitution shall prevail.

# BY-LAWS

## ARTICLE I. NAME, DEFINITION AND PURPOSES

(Reserved: No By-Laws pertain to Article I of the Constitution)

## ARTICLE II. DOCTRINAL STATEMENT

(Reserved: No By-Laws pertain to Article II of the Constitution)

## ARTICLE III. GOVERNMENT & POWERS

Section A - Congregation (see the Constitution)

Section B - Elders (see the Constitution)

## ARTICLE IV. MEMBERSHIP

Section A – Biblical Reasons for Church Membership

1. Church membership is the formal context in which Jesus intends the “Keys of the Kingdom” to be exercised, namely, that the admission, dismissal, and discipline of members belongs to the membership under the leadership of the elders [ Matthew 16:13–19 [c.f. John 20:23]; 18:15–20; 26:26–28; 28:18–20].
2. Church membership is further seen in biblical accounts of: [a] counting people (Acts 1:17, 26) [b] writing names down (Phil 4:3; Rev 3:5) [c] group decision making, i.e. voting (cf. Acts 6:1–7; 2 Cor 2:6; 8:19) [d] enrolling widows on a roster (1 Tim 5:9–11).
3. Church membership affirms formal commitment on the part of each member to this particular local assembly of believers.
4. Church membership enables the elders to know those for whom they must give an account to the Lord (Hebrews 13:17).
5. Church membership signifies a voluntary submission on the part of the member to the shepherding of the elders of this Church (Hebrews 13:17).
6. Church membership demonstrates the willingness on the part of the member to be more accountable, not only to the elders, but also to each other in the living out of the “one another” of Scripture [e.g. John 13:14, 35; Acts 2:42ff; 1 Cor 12:25; Eph 4:32; Heb 3:13; 10:24–25].

Section B - Church Covenant

### Preamble

1. As those who have been brought by the grace of God to receive and rest in Jesus Christ by faith, being united to Him by His Spirit, remembering our baptism in the name of the Father and the Son and the Holy Spirit, we now solemnly and joyfully renew our covenant with one another, according to the Word of God, bound together by the gospel in the praise of God’s glorious grace.

- Ephesians 1:3–14; 2:1–10; Matthew 28:18–20; Romans 6:5

### **The Central Call of Unity**

2. By God's grace, we will work and pray for our unity of the Spirit in the bond of peace and His fruit among us, seeking to maintain the peace and purity of this church, abiding in Christ.

- Ephesians 4:1–3; Galatians 5:22–23; 1 Corinthians 1:10; John 15:1–11

### **Sustaining the Church**

3. By God's grace, we will work together to promote faithful gospel ministry in this church, as we sustain and cherish its worship, ordinances, discipline and doctrines, supporting and submitting ourselves to godly authority, serving one another in the love of Christ.

- Matthew 16:13–20; 18:15–20; Galatians 1:6–12; 5:13; 1 Corinthians 11:17–34; Hebrews 13:7, 17

### **Gathering as the Church**

4. By God's grace, we will regularly gather together as Christ's church for worship and service, engaging in the word and work of gospel ministry, seeking to bless and build this Body of Christ.

- Hebrews 10:24–25; Ephesians 4:7–16

### **Supporting the Church**

5. By God's grace, we will contribute willingly and regularly to our shared responsibility for the support of the ministers, ministries, and expenses of this church and for the spread of the gospel through all nations for God loves a cheerful giver.

- 1 Corinthians 9:14; 16:2; 2 Corinthians 9:7; Matthew 28:18–17

### **Life Together as the Church, Part 1 - “One Another”**

6. By God's grace, we will walk together in brotherly love; honoring one another's conscience; exercising affectionate care and watchfulness over one another to build one another up; guarding one another from the deceitfulness of sin; giving and receiving encouragement and admonition in humility and love, all by the example of Christ.

- 1 Peter 2:21; 3:8; Romans 1:12; 16:16; Hebrews 3:13

### **Life Together as the Church, Part 2 – Forgiveness and Reconciliation**

7. By God's grace, we will bear patiently with one another in love, diligently pursue biblical reconciliation, forgive one another, and let love cover a multitude of sins as God has done for us in Christ.

- Ephesians 4:26–5:2; 1 Peter 4:8

### **Household Life**

8. By God's grace, we will endeavor to follow and grow in Jesus by the ordinary means of grace and bring up those under our care in the nurture and admonition of the Lord, and, by

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a pure and loving word and example, seek the salvation and support of our family and friends for the sake of Christ.

- Acts 2:42–47; Ephesians 6:1–4; 1 Timothy 5:8; Note: "Means of Grace" refers to what God has ordained in His Word by which we grow in Sanctification. These include the ministry of the Word through: Preaching & Teaching; Praying; Singing; Fellowship; Fasting; Baptism; Lord's Supper.

### **Life in the World**

9. By God's grace, we will live carefully and honorably before the world, forsaking sin, seeking to make disciples of Jesus Christ, as His ambassadors. And through life amidst evil report and good report seek to live to the glory of Him who has called us out of darkness into his marvelous light.

- Acts 5:41; 1 Peter 2:9–12; Matthew 28:18–20; 2 Corinthians 5:20–21

### **Leaving the Church**

10. By God's grace, should we leave this church, we will unite, as soon as possible, with some other gospel preaching church where we can carry out the spirit of this covenant and the principles of God's Word as followers of our Lord Jesus Christ.

- Hebrews 10:23–25

### **Benediction**

11. May the grace of the Lord Jesus Christ, and the love of God, and the fellowship of the Holy Spirit be with us all. Amen.

- 2 Corinthians 13:14

## Section C - Membership Qualifications & Procedures

1. Members will have made a personal commitment to Jesus Christ as Savior and Lord.
2. Members will have been baptized or be willing to be baptized at the earliest opportunity.
3. Members will strive to live according to the will of God as revealed in Scripture.
4. Members will have been interviewed by an elder or an elder-appointed representative and will have given personal testimony to their faith.
5. Members will have completed the membership application.
6. Members will have completed the New Members Class or an elder-supervised personal study, which will include a survey of the Church Constitution, By-laws, and Doctrinal Statement, and be in agreement with them.
7. Upon Elder recommendation, new members will have been approved by a majority vote of the members present at a properly called business meeting.

## Section D - To Have the Privilege of Voting, Teaching, Leading, or Holding Office

1. A member will meet all the "Membership Qualifications."
2. A member will have attended one regular weekly worship service seventy-five percent of the time during the previous six months. Members will be personally responsible for

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affirming their attendance. The intent is that church business will be run by currently active members.

3. A member will be at least eighteen years of age.
4. Employees or volunteers at an officially sanctioned ministry of the church need not be members but shall affirm their agreement with the Doctrinal Statement and conduct themselves in a manner that is consistent therewith.

### Section E - Exceptions to Membership Requirements for Voting, Teaching and Leadership

Exceptions to membership qualifications for teaching and leadership may be made at the discretion of the Board of Elders. (Examples: missionaries, visiting pastors, visiting speakers, visiting music groups, visiting teachers, teacher helpers, children's workers, temporary teachers, a person in the process of applying for membership, new pastors or staff, and past members)

### Section F - Discipline of Members

1. Members who persist in open unrepentant sin, or those who deny the authority of Scripture, are subject to discipline. The purpose of discipline is to correct, to restore broken fellowship, to preserve the purity of the church and its testimony, and to provide an example to all. (Matt.18:15-17; 1 Cor. 5; Gal. 6:1; 1 Tim. 5:19-20, 22; Titus 3:10-11)

2. It shall be the duty of any member of this Church who has knowledge of a sinning member's misconduct to go privately to that member in an effort to restore him or her to the Lord (Matt. 18:15-17; Gal. 6:1). If the sinning member does not heed this attempt at restoration, then the member shall again go to the sinning member accompanied by one or two witnesses to attempt to restore him or her. If the sinning member still refuses to repent, those who have sought to restore him/her shall bring it to the Elders. The Elders shall then seek to bring the sinning member to repentance. If, after further exhortation, the sinning member still refuses to repent, the Elders shall inform the church body (Matt. 18:17) so that the sin will not spread and so the church may pray for and exhort the sinning member to repent. After this step has been given due time, if the sinning member refuses to listen to the church, upon recommendation of the elders, the membership shall vote on whether to remove the unrepentant person. Removal includes removal from membership, the Lord's Table, and at elder discretion, from attendance at church functions.
3. The Elders shall have the authority to reject a request for membership withdrawal and present it to the congregation, as appropriate to the steps of Matthew 18, if the request for withdrawal occurs while the member is in the process of church discipline, or for any other biblical reason (c.f. Acts 20:28-32; 1 Tim 1:3-7, 18-20; 4:11; 6:2-5; 2 Tim 3:5; 3 John 9-11). The purpose for such a rejection for withdrawal would be, in obedience to Christ and for the sake of the purity and protection of His Body, to ensure that the Church has done all it can to fulfill the Biblical goal of church discipline, which is to seek the repentance, restitution, reconciliation, and restoration of the wayward member (c.f. Matt 5:23-26; 2 Cor 7:8-13; 2 Thess 3:13-15), or to expose them as a possible false convert or wolf (c.f. Matt 7:15-23; Acts 20:29; 1 John 2:18-27; 2 Peter 2:1-22; Jude 3-23). A member who would seek to remove himself or herself from the body to avoid an ongoing or forthcoming disciplinary process may thereby miss the God-given mercy and opportunity to be served by a gracious and biblical approach to church discipline, which is intended for his or her own soul's good, for the preservation of the Church, and our gospel witness in the world (c.f. Matt 18:10-35; Rom 12:18, 21; 1 Cor 5:1-3; 1 Tim 5:19-21).
4. Discipline from membership shall occur upon recommendation of the elders and a majority vote of the members present at a properly called business meeting.

## Section G - Removal from Roll

1. Members who absent themselves from the worship services and other meetings of this church for a period of one year without plausible reason shall be removed as a member upon recommendation of the elders and a majority vote by the members present at a properly called business meeting. Before removal, reasonable efforts will be made by the membership and/or elders to restore him or her to fellowship.
2. A member may withdraw from membership in this Church by a letter of resignation, a verbal request to one of our elders, or a request for transfer of membership.
3. A letter of Christian character may be granted at the discretion of the Board of Elders on behalf of any member. Such a letter should be addressed to a specific church and sent by one of our pastors or elders to a pastor or elder of the church requesting the letter.
4. Dismissals of membership shall be made by recommendation of the elders and a majority vote of the members present at a properly called business meeting.

## ARTICLE V. OFFICERS

### Section A – Staff Pastors-Elders

1. Candidates for Staff Pastor-Elder rolls shall be screened and presented individually to the congregation by a Call Committee appointed by the Board of Elders and Deacons. A call shall be extended by a two-thirds vote of those voting members present at a properly called Business Meeting.
2. A Pastoral Call to this Church may end by resignation of a Staff Pastor-Elder or a Call may be revoked by two-thirds of those voting members present at a properly called Business Meeting.
3. Staff Pastor-Elders shall be financially supported by the Church. (1 Tim. 5:17-18)
4. Staff Pastor-Elders shall be in agreement with the Doctrinal Statement and meet the qualifications for membership set forth in the Constitution.
5. The Senior and Staff Pastor-Elders shall be ex-officio members of the Board of Elders and meet the qualifications set forth in 1 Timothy 3:1-7 and Titus 1:6-9.
6. Any women in ministry, whether on staff or in a volunteer capacity, may not serve as Pastor-Elders or take any role in which they would teach men or exercise authority over them (1 Tim. 2:11-15; 3:1-7). Examples of service that women may perform may include (but are not limited to) praying, reading Scripture, singing, and/or giving missionary reports in worship services (1 Cor. 11:1-16).

### Section B – Lay Pastor-Elders

1. The Board of Elders shall consist of men only (1 Tim. 3:1-7). There must be a minimum of three unsalaried Lay Pastor-Elders in addition to the salaried Staff-Pastor Elders.
2. The Board of Elders shall constitute the Governing Board of this Congregation.
3. The unsalaried members of the Board of Elders shall constitute the Board of Directors for the Corporation.
4. Each Lay Pastor-Elder shall have been an active, voting member of this Congregation for at least two years prior to taking office, and possess the qualifications described in 1 Timothy 3:1-7 and Titus 1:6-9. At the discretion of the Board of Elders, a new Lay-Pastor Elder may be exempted from the two year voting membership requirement where the Lay Pastor-Elder has demonstrated, through prior ministry, the qualifications of an elder. This also applies to a former Pastor-Elder who moved away but has returned to the community and church.
5. The Board of Elders is responsible for spiritual and business oversight of the Congregation and such other specific duties as set forth in the Bylaws. In case of a dispute that is not specifically covered by the doctrinal statement or another part of this Constitution and By-laws, the Board of Elders shall be the final authority in interpreting the Scriptures to determine the beliefs of Flagstaff Christian Fellowship.
6. The Board of Elders shall annually elect a chairman, vice-chairman, and secretary.

## Section C – Deacons

1. There shall be a minimum of five deacons.
2. Each deacon shall have been an active voting member of this Congregation for at least six months prior to taking office and exhibit the qualities described in 1 Timothy 3:8-12.
3. Under the authority and direction of the Board of Elders, the deacons shall assist in the ministries of the Church and its properties.

## Section D - Other Officers

1. **Moderator:** The Chairman of the Board of Elders, or a designated Pastor-Elder, shall be Moderator and shall preside at all regularly called business meetings of the Congregation.
2. **Treasurer:** The Treasurer shall be a qualified voting member of the Congregation and shall be responsible for maintaining the financial records of the Congregation, shall make monthly reports to the Governing Board, and report annually to the Congregation. The Treasurer shall be appointed by the Board of Elders and may be paid at the discretion of the Board of Elders.
3. The Board of Elders shall seek to have an audit or formal internal review of the church books at least every three years performed by a qualified person other than the Treasurer or Financial Secretary.
4. **Financial Secretary:** The Financial Secretary shall be a qualified voting member of the Congregation and shall be responsible for counting and depositing all moneys received by the Church and paying bills. The Financial Secretary shall be appointed by the Board of Elders, and may be paid at the discretion of the Board of Elders.

## Section E - Terms of Office

1. All terms of office for Lay Pastor-Elders and Deacons shall be one year and they may be re-elected.

## Section F - Nomination & Election

1. The Nominating Committee shall consist of the Board of Elders and Deacons.
2. Qualified candidates for the office of Lay Pastor-Elder or Deacon may be nominated at any time by the Nominating Committee and must consent to the nomination.
3. Candidates for office of Lay Pastor-Elder or Deacon may also be nominated by written petition of five or more voting members of the congregation prior to the election meeting. Candidates must consent to the nomination.
4. The Nominating Committee shall ensure that all candidates meet biblical and constitutional requirements for the office to which they have been nominated. Candidates, whether nominated by committee or petition, shall submit to the screening process prescribed by the Nominating Committee. The screening process shall be established and announced prior to the nomination of candidates. No nomination for Lay Pastor-Elder or Deacon shall be put before the congregation without approval of the existing Board of Elders and assurance that the nominees are in full agreement with the Doctrinal Statement and the Covenant and Duties.
5. The nominating committee shall publish the list of nominees four or more weeks prior to the election.

6. Candidates shall be elected upon the receipt of a two-thirds vote of those voting members present at a properly called Business Meeting, and assume office at end of that business meeting.

## Section G - Expiration of Office

1. Expiration of term: Terms of office for Lay-Pastor Elders and Deacons expire at the end of the business meeting at which elections take place. Officers completing their terms shall serve until new candidates are elected and assume office.
2. Resignations: Resignations shall occur only upon receipt of a written notice of resignation signed by the resigning officer or upon a verbal communication of the resignation to any elder.
3. Involuntary Removal: Officers may be removed from office involuntarily if they commit a willful act of misconduct, commit repeated acts of misconduct inappropriate to their office, or no longer meet the constitutional or biblical qualifications for their office. The removal process may be initiated by two or more members in good standing, who meet with the Board of Elders and report why the officer should be removed (1 Tim. 5:19).
4. The Board of Elders shall set a course of action appropriate to the circumstances. The course of action developed by the Board of Elders shall be in accordance with the guidelines prescribed in the Bylaws, Article IV, Section F. If the Board of Elders fails to act on the dismissal of an officer, the officer may alternatively be dismissed by a two-thirds majority vote at a properly called business meeting.

# ARTICLE VI. MEETINGS

## Section A - Worship, Instruction and Fellowship

The Church shall meet for public worship, instruction and fellowship every Sunday morning and at any other times designated by the Board of Elders.

## Section B - Annual Business Meeting

The annual business meeting shall be held in April or May. The church fiscal year shall run from June 1<sup>st</sup> to May 31<sup>st</sup>. At the annual business meeting officers shall be elected, the budget adopted, and other business conducted as it appears on the agenda. The exact date, time, place, names of candidates for office, and other agenda items as determined by the Board of Elders shall be published in the Church bulletin and the meeting announced from the pulpit on the two Sunday mornings immediately preceding the business meeting.

### **Section C - Other Business Meetings**

Other business meetings may be called by the Board of Elders or by a written petition containing the stated purpose of the meeting submitted to the elders and signed by at least one-fourth of all the active voting Church members. The exact date, time, place and purpose of the meeting shall be published in the church bulletin and the meeting announced from the pulpit on the two Sunday mornings preceding the meeting.

### **Section D - Quorum**

A minimum of 15% of the voting members shall constitute a quorum at any properly called business meeting.

### **Section E - Rules**

All business meetings shall be conducted by the moderator in a spiritually mature, orderly and peaceable manner. In any dispute over procedures, *Robert's Rules of Order* shall take precedence.

## **ARTICLE VII. PROCEDURES FOR AMENDMENT**

(Reserved: No By-Laws pertain to Article VII of the Constitution)

## **ARTICLE VIII. SUPERIORITY OF CONSTITUTION**

(Reserved: No By-Laws pertain to Article VIII of the Constitution)