

NORTH ANNVILLE BIBLE CHURCH

CONSTITUTION



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Annville, Pennsylvania 17003

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THE CONSTITUTION

PREAMBLE

We, the members of the North Annville Bible Church of Annville, Pennsylvania, in order to establish rules and procedures with which to administer this independent local assembly, do ordain and establish the following Constitution to which we voluntarily submit ourselves.

ARTICLE I

- THE NAME -

The name of this church shall be North Annville Bible Church, and hereinafter referred to in this Constitution as “this church” or “NABC.”

ARTICLE II

- PURPOSE -

NABC is a community of believers that seeks to glorify God by making and equipping passionate followers of Christ through upholding the principles of His Word the means of the ministry of the Word of God for the salvation of souls, the edification of Christians, the worldwide proclamation of the gospel of Jesus Christ, the promotion of godly worship, and the defense of the faith. We seek to love and serve all people while proclaiming that true victory comes only through the Love of Jesus Christ.

ARTICLE III

- STATEMENT OF FAITH -

The foundation of this church shall be the Lord Jesus Christ. “For other foundation can no man lay than that is laid, which is Jesus Christ” (1Corinthians 3:11).

Section 1 - Articles of Biblical Faith Regarding Doctrine

A. The Godhead

We believe in one Triune God, Creator of heaven and earth, eternally existing in three persons - Father, Son, and Holy Spirit - co-eternal in being, co-identical in nature, co-equal in power and glory, and having the same attributes and perfections (Genesis 1:1-31; Deuteronomy 6:4; 2 Corinthians 13:14; Isaiah 45:12, 45:18).

B. The Person and Work of Christ

1. 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 men (John 1:1-2, 1:14; Luke 1:35).
2. We believe that the Lord Jesus Christ died on the cross for all mankind as a representative, substitutionary sacrifice, and that the sufficiency of this atoning sacrifice to accomplish the redemption and justification of all who trust in Him is assured by His literal, physical resurrection from the dead (Romans 3:24-25, 4:25; Ephesians 1:7; 1 Timothy 4:10; Hebrews 2:9; 1 Peter 1:3-5, 2:24; 2 Peter 2:1).

3. 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; Hebrews 9:24, 7:25; Romans 8:34; 1 John 2:1-2).

C. The Person and Work of the Holy Spirit

1. We believe that the Holy Spirit 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 16:8-11; 2 Corinthians 3:6; 1 Corinthians 12:12-14; Romans 8:9; Ephesians 1:13-14).
2. We believe that He is the Divine Teacher who guides believers into all truth; and that it is the privilege and duty of all the saved to be filled with the Spirit (John 16:13; 1 John 2:20, 2:27; Ephesians 5:18).

D. The Holy Scriptures

We believe the Holy Scriptures of the Old and New Testaments to be the verbally inspired Word of God, the final authority for faith and life, inerrant in the original writings, infallible and God-breathed (2 Timothy 3:16-17; 2 Peter 1:20-21; Matthew 5:18; John 16:12-13).

E. The Total Depravity of Man

We believe that man was created in the image and likeness of God, but that in Adam's sin the race fell, inherited a sinful nature, and became alienated from God; and that man is totally depraved and, of himself, utterly unable to remedy his lost condition (Genesis 1:26-27; Romans 3:10-12, 22-23, 5:12; Ephesians 2:1-3, 2:12; Isaiah 53:6; Colossians 1:21).

F. Salvation

We believe that salvation is the gift of God brought to man by grace and received by personal faith in the Lord Jesus Christ, whose precious blood was shed on Calvary for the forgiveness of our sins (Ephesians 2:8-10; John 1:12; Ephesians 1:7; 1 Peter 1:18-19).

G. The Eternal Security and Assurance of Believers

1. We believe that all the redeemed, once saved, are kept by God's power and are thus secure in Christ forever (John 6:37-40, 10:27-30; Romans 8:1, 8:38-39; 1 Corinthians 1:4-9; 1 Peter 1:5).
2. We believe that God gives each believer assurance of their salvation. Assurance is the confidence that true believers possess eternal life and will one day live in the presence of God. Our assurance comes from the Word of God that declares that we are saved through faith in Jesus Christ and kept by God's power (John 5:24, 1 John 5:1, 13). Believers live a life of assurance as they give evidence of their trust in Jesus Christ by living a sanctified life. (Ephesians 2:8-10; 2 Corinthians 5:17; Romans 8:29).

H. The Personality of Satan

We believe that Satan is a literal created being, the author of sin and the cause of the fall; 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; Matthew 4:2-11, 25:41; Revelation 20:10).

I. The Eternal State

1. We believe in the bodily resurrection of all men, the saved to eternal life, and the unsaved to judgment and everlasting punishment (Matthew 25:46; John 5:28-29, 11:25-26; Revelation

20:5-6, 20:12-13).

2. 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 to be glorified forever with the Lord (Luke 23:43; Revelation 20:4-6; 2 Corinthians 5:8; Philippians 1:23, 3:21; 1 Thessalonians 4:16-17).
3. We believe that the souls of unbelievers remain, after death, in conscious misery until the second resurrection, when with soul and body reunited they shall appear at the Great White Throne Judgment, and shall be cast into the Lake of Fire, not to be annihilated, but to suffer everlasting conscious punishment (Luke 16:19-26; Matthew 25:41-46; 2 Thessalonians 1:7-9; Jude vv. 6-7; Mark 9:43-48; Revelation 20:11-15).

J. The Church

1. We believe that the universal Church, which is the body and the espoused bride of Christ, is a spiritual organism made up of all born-again persons of this present age (Ephesians 1:22-23, 5:25-27; 1 Corinthians 12:12-14; 2 Corinthians 11:2).
2. We believe that the establishment and continuance of local churches is clearly taught and defined in the New Testament Scriptures (Acts 14:27, 20:17, 20:28-32; 1 Timothy 3:1-13; Titus 1:5-11).
3. We believe in the autonomy of the local church free of any external authority or control (Acts 13:1-4, 15:19-31, 20:28; Romans 16:1, 16:4; 1 Corinthians 3:9, 3:16, 5:4-7, 5:13; 1 Peter 5:1-4).
4. We believe in the ordinances of believer's Water Baptism and the Lord's Supper as scriptural means of testimony for the Church age (Matthew 28:19-20; Acts 2:41-42, 18:8; 1 Corinthians 11:23-26).

K. Sanctification

We believe that the will of God for every believer is to be made holy and like Jesus Christ (1 Thessalonians 4:3&4; Romans 8:29). At the point of salvation, the believer receives a holy standing before God due to the righteousness of Christ, often referred to as positional sanctification (Hebrews 10:10, 10:14). The new birth creates within every believer a new nature which is made after the likeness of God in true holiness and righteousness (Ephesians 4:20-24). There remains in the believer unsubdued tendencies toward sin which are in constant conflict with the new nature (Galatians 5:16- 21).

The biblical process of spiritual growth, often called progressive sanctification, requires removing the sinful patterns of the unsaved condition and replacing these with patterns of godly character (Ephesians 4:22-24). The Holy Spirit accomplishes these changes as the believer, by faith, yields obedience to the Word of God (Romans 6:11-14; 2 Corinthians 3:18) and puts to death all sinful practices (Romans 8:12&13; Colossians 3:5).

The believer will ultimately be made completely holy when he enters the presence of Jesus Christ either at death or Christ's return (Philippians 1:6, 3:20-21; 1 Thessalonians 5:23; 1 John 3:2).

L. Dispensationalism

We believe that the Scriptures interpreted in their natural, literal sense reveal divinely determined dispensations or rules of life which define man's responsibilities in successive ages. These dispensations are not ways of salvation, but rather divinely ordered stewardships by which God directs man according to His purpose (John 1:17; 1 Corinthians 9:17; 2 Corinthians 3:9-18;

Galatians 3:13-25; Ephesians 1:10, 3:2-10; Colossians 1:24-25; Hebrews 7:19; Revelation 20:2-6).

M. Separation

We believe that all the saved should live in such a manner as not to bring reproach upon their Savior and Lord; and that separation from all religious apostasy, all worldly and sinful pleasures, practices, and associations is commanded of God. (2 Timothy 3:1-5; Romans 12:1-2, 14:13; 1 John 2:15-17; 2 John vv. 9-11; 2 Corinthians 6:14-7:1).

N. The Two Natures of the Believer

We believe that every saved person possesses two natures, with provision made for victory of the new nature over the old nature through the power of the indwelling Holy Spirit; and that all claims to the eradication of the old nature in this life are unscriptural (Romans 6:12&13, 8:12-13; Galatians 5:16-25; Ephesians 4:22-24; Colossians 3:10; 1 Peter 1:14-16; 1 John 3:5-9).

O. Missions

We believe that it is the obligation of the saved to witness by life and by word to the truths of Holy Scripture and to seek to proclaim the gospel to all mankind (Mark 16:15; Acts 1:8; 2 Corinthians 5:19-20).

P. The Ministry and Spiritual Gifts

1. We believe that God is sovereign in the bestowment of all His gifts and that these gifts are given for the perfecting of the saints today (1 Corinthians 12:4-11; Ephesians 4:7-12).
2. We believe that speaking in tongues and the working of sign miracles gradually ceased as the New Testament Scriptures were completed and their authority became established (2 Corinthians 12:12; 1 Corinthians 13).
3. We believe that God does hear and answer the prayer of faith, in accord with His own will, for the sick and afflicted (John 15:7; 1 John 5:14-15).

Q. The Second Advent of Christ

We believe in that "Blessed Hope," the personal, imminent, pre-tribulation, and pre-millennial coming of the Lord Jesus Christ for His redeemed ones; and in His subsequent return to earth, with His saints, to establish His Millennial Kingdom (1Thessalonians 4:13-18; Zechariah 14:4-11; Revelation 19:11-16, 20:1-6; 1 Thessalonians 1:10, 5:9; Revelation 3:10).

Section 2 - Articles of Biblical Faith Regarding Contemporary Issues

A. Creation

We believe the Genesis account of creation is a literal, historical account of the direct, immediate creative acts of God in six literal twenty-four-hour days, without the involvement of any evolutionary process (Genesis 1:1-2:25; Colossians 1:16; John 1:3-10).

B. Civil Government

Civil government has been ordained by God and exists for the purpose of exercising justice and for the punishment of wrongdoers. Christians are to live in subjection to civil government, abiding by its laws, so long as those laws do not violate the commandments of God (Acts 4:19, 5:28-29; Romans 13:1-7; Titus 3:1; 1Peter 2:13-14).

C. Human Sexuality

1. We believe that any form of homosexuality, lesbianism, bisexuality, transgenderism, bestiality, incest, fornication, and adultery are sinful perversions of God's gift of sex (Genesis 2:24; 18:20; 19:5-7 & 13; Leviticus 18:1-30; Romans 1:26-32; 1 Corinthians 5:13; 6:9; 1 Thessalonians 4:1-8; Hebrews 13:4).
2. We believe that divinely ordained differences between male and female reflect God's original creation design and are meant for human good and human flourishing. Gender is not a fluid construct and therefore cannot be reassigned after conception. This sinful phenomenon is what is referred to in the psychiatric field as gender dysphoria. As such, any desire to change one's gender is not in accordance with God's will. (Psalm 100:3, Genesis 1:26-28, Psalm 139:13)
3. Because of the divine command to end such practices, persons engaged in immoral activities as outlined in C. 1 and C. 2 shall not be members of this church (I Corinthians 5:1; 6:9).
4. Based on the biblical belief that homosexuality and gender dysphoria is a chosen behavior and not an unchosen state of being (Romans 1:24-27) and based on the biblical belief that homosexuality and gender dysphoria is unacceptable to God (Leviticus 18:22; Leviticus 20:13; Deuteronomy 23:17; 1 Corinthians 6:9-10; Jude 1:7), no person who professes to be homosexual, or who participates in homosexual activity and gender dysphoria shall be granted the privileges of marriage or ordination.

D. Marriage

1. We believe that the covenant of marriage is defined by God as the only legitimate joining of one man and one woman (Genesis 2:24; Romans 7:2; 1 Corinthians 7:10; Matthew 19:4-6). A biblical marriage is a picture of Christ's love for His bride, the universal Church (Ephesians 5:22-23). God has ordained marriage for the welfare of mankind and for its procreation.
2. The Scriptures are clear that God hates divorce and intends marriage to last until one of the spouses dies. The Scriptures are also clear, that while God hates divorce, that the covenant relationship can end in divorce due to adultery and/or desertion. In these cases, it is God's ultimate desire that every attempt be made for the relationship to be restored. When restoration cannot be made, then and only then can the marriage end in divorce (Malachi 2:14-17; Matthew 19:3-12; Romans 7:1-3; 1 Corinthians 7:10-13; 1 Timothy 3:2, 3:12; Titus 1:6).
3. Remarriage is permitted for the faithful partner only when the divorce was on biblical grounds.
4. We believe that God has commanded that no sexual activity be engaged in outside of marriage between a man and a woman.

E. Lawsuits Between Believers

The Scriptures prohibit Christians from bringing civil lawsuits against other Christians or this church to resolve personal disputes. NABC possesses all the resources and is equipped to resolve personal disputes between believers (Article VII, D, 2, e). Scripture clearly teaches that lawsuits between believers are a poor witness to the unbelieving world (1 Corinthians 6:1-8).

F. Sanctity of Life Issues: We believe that all human life is precious in God's eyes.

1. Abortion: We believe that the human life begins at conception and the preborn child is a living human being. Abortion constitutes the unjustified and un-excused taking of an unborn human life. We reject any teaching that abortion of pregnancy is acceptable for any reason, including but not limited to rape, incest, birth defects, gender selection, birth or population control, or the mental well-being of the mother. The only exception might be in the case where the life of the mother is in danger. Since the word abortion is not in scripture, NABC's stance on all abortions is based on what the Bible teaches about the sanctity of human life. If the life of the mother is truly at stake, and all other means of saving the child and/or mother have been exhausted or are not an option (ex. induced delivery or C-section), then this church believes the mother must seek the Lord for wisdom (James 1:5), as well as receive counsel, if possible, from a pastor, elder, her husband, her doctors and/or others before a final decision is made.
2. Euthanasia: We believe that end of life issues should be in God's hands alone and the taking of a life through euthanasia is unacceptable to Him. (Job 3:16; Psalm 51:5, 139:13-16; Isaiah 44:24, 49:1, 49:5; Jeremiah 1:5; Luke 1:44).

G. Men and Women

There is no respect of persons with God; all who are saved are one in Christ Jesus. There is no inequality or inferiority between men and women; however, the roles of men and women differ in God's plan. Adherence to their respective roles, as outlined in the Bible, assures a harmonious relationship between genders and within any church that abides by God's Word (Acts 5:14, 8:12; 1 Corinthians 11:3; Galatians 3:28).

H. Music and Song

We believe that God created music, and the highest goal and purpose for music is the worship and praise of God our Creator, Sustainer, and Redeemer (Psalm 150, 95:1-2). The Scriptures also reveal that God intends for music to be used in this church for the instruction and encouragement of His children (Ephesians 5:19-20; Colossians 3:16). Therefore, the lyrics of all songs and hymns used should be biblically and theologically sound according to our statement of faith.

I. Translations of the Bible

Due to the ever-expanding number of new translations of the Bible, this church's stance regarding which translation will be used from the pulpit shall be determined by the Board of Elders.

Section 3 - Articles of Biblical Faith Regarding Movements Contrary to Faith

We acknowledge that new organizations, movements, and programs may arise which are out of harmony with the Word of God and the doctrine and position of this church. Therefore, the Board of Elders shall be responsible for determining this church's involvement based on our Statement of Faith and our doctrinal position (Romans 16:17-19; 2 Corinthians 11:3-4; 2 Peter 2:1).

Section 4 - Covenant of Faith

In subscribing to these Articles of Biblical Faith, we by no means set aside, or undervalue, any of the Scriptures of the Old and New Testaments. We deem the knowledge, belief, and acceptance of the Truth as set forth in our Statement of Faith, to be essential to sound faith and fruitful practice, and therefore requisite for Christian fellowship in this church.

ARTICLE IV

- ORDINANCES -

We believe there are two ordinances that Christians are commanded to observe, namely, Water Baptism and the Lord's Supper. While recognizing that Water Baptism has no saving merit, it is our conviction that after one is saved, Baptism is the next step in order to publicly portray to the world the believer's union with Christ in His death, burial, and resurrection. It is our conviction that the scriptural method of Water Baptism is total immersion. We believe that Jesus Christ instituted the Lord's Supper to commemorate His death till He comes. We further believe that Water Baptism by immersion is observed but once, and this is a sign of identification and testimony to newness of life, but the Lord's Supper is commemorative and is to be observed often as a memorial of the body and the shed blood of our Lord Jesus Christ. The Lord's Supper shall be open to all born-again believers (Romans 6:4; Colossians 2:9-13; Matthew 28:19; 1 Corinthians 11:23-34).

ARTICLE V

- AFFILIATION -

A. Independence and Autonomy

It is the purpose of the original incorporators of this church that it shall be, and forever remain an independent and autonomous organization, adhering to the fundamental doctrines of the Christian faith, as set forth in the Holy Scripture.

B. Nondenominational Character

It is likewise the original purpose of this church, in accordance with the New Testament example and teaching, that it shall forever remain free from denominationalism. It shall, for this reason, avoid joining any denominations or associations of churches or by observance of traditions peculiar to such denominations or associations. (1 Corinthians 1:11-13, 3:1-11).

ARTICLE VI

- LOCAL CHURCH GOVERNMENT -

NABC recognizes Jesus Christ, the One revealed in the infallible written Word of God, as the preeminent Head of this church. It accepts no civil authority in ecclesiastical matters. The Pastor(s) and the Board of Elders shall be recognized by the congregation as the ruling body in all matters pertaining to the affairs of this church.

ARTICLE VII

- MEMBERSHIP -

A. Membership Requirements

Those interested in becoming members of NABC must:

- Give testimony of their faith in Christ as Savior
- Give assurance of their willingness to follow and submit themselves to the Word of God as the only rule of faith, doctrine, and practice
- Have been baptized by immersion
- Indicate their agreement with the NABC Constitution
- Be at least eighteen (18) years of age
- Have completed a membership class

Persons who hold membership in any secret order or those who currently hold membership in another church, shall not be eligible for NABC membership (Deuteronomy 29:29) (See Section VII, C, 1)

B. Reception of Members

1. Christians who desire to associate themselves with NABC, and who fulfill the qualifications for membership shall make written application to the Pastor or an Elder, who shall refer the applicant to the Board of Elders. The applicant shall then meet with members from the Board of Elders for examination and approval.
2. Applicants who have been approved for reception into the membership shall be recommended to this church by announcement from the pulpit or in the bulletin for two (2) consecutive Sundays. If no valid written objections are received by the Board of Elders during this period, the right hand of fellowship shall be extended to them. Their membership shall then be in force. Should any written objections be received, the Board of Elders shall investigate and take whatever action is necessary.

C. Status of Membership

1. Membership (Active) - Members shall consist of such Christians as have been received in accordance with the provisions of this Constitution, as stated in Article VII.A. and VII.B., and who are not active members of any other church. Active members shall be granted voting privileges.
2. Membership (Inactive) - Inactive members shall consist of those who are under church discipline or who have been removed from the active membership by the Board of Elders after following the procedure outlined under Article VII.E.2 and VII.F.2.a. Members may, by their own request, be placed on the Inactive Roll. Furthermore, members who are permanent residents of a nursing home, or temporarily living outside the community (serving in the armed forces, attending college, etc.) may be placed on the Inactive Roll by the Board of Elders. Members may also be placed on the Inactive Roll by the Elders due to inactivity (Section VII.F.2.a.). Persons on the Inactive Roll may be restored to active membership by action of the Board of Elders. Inactive members will not normally be granted voting privileges, leadership privileges, or ministry privileges within NABC. Members on the Inactive Role because they are living out of the area may, at the discretion of the Board of Elders, be granted Christian service privileges when they are in the area.
3. Associate Membership - This membership shall be extended to those who meet the qualifications of membership (active), but who are not permanent residents of this area - such as students and missionaries, who may hold membership elsewhere. They shall have the right to attend the business meetings of this church but shall not have the right to vote. They may be granted Christian service privileges.

D. Responsibility of Members

1. All members of NABC shall be expected to participate in its ministry, in such measure as spiritual gifts and circumstances enable. Such service shall be voluntary and subject to the supervision of the Pastor and the Board of Elders.
2. All members are expected to help shape the ministry of NABC by attending and actively participating in as many regularly scheduled and special congregational meetings as possible (Article X).
3. The members of NABC are urged to cultivate all those graces in their Christian lives that will glorify the Lord, promote spiritual growth, and further the ministry of this church. They are further entreated:
 - a. To engage in private and family Bible reading, prayer, and the regular attendance at the services of this church. (Hebrews 10:25; 1 Timothy 4:12-16).
 - b. To practice daily living that is consistent with the spiritual principles of the Christian life; to abstain from worldliness in all its forms, avoiding such alliances which would constitute an unequal yoke with unbelievers; to guard against religious apostasy and false teaching. (Titus 2:11-15; 2 Corinthians 6:14-7:1; 1 John 2:15-17).
 - c. To support the financial program NABC with systematic, proportionate giving. (1 Corinthians 16:2).
 - d. To fellowship in Christian love and unity with the entire membership, so as to avoid the development of factions. (1 Corinthians 1:10; James 2:1-5).
 - e. To resolve personal and private offenses and grievances by following the biblical procedure (Matthew 18:15-16):
 - 1) When a member of this church has a grievance with another member, he shall go to that member privately and reprove him or show him his offense for the purpose of winning him over to repentance.
 - 2) If the accused member will not listen, a second attempt shall be made in the presence of one (1) or two (2) witnesses in order that the facts of the reproof and of the accused member's response may be clearly established.
 - 3) If the accused member will not listen to this second appeal, and if the factualness of the offense is clearly established, then the matter shall be brought to the Board of Elders for further appeal for repentance.
4. All members of NABC are encouraged to read this Constitution on an annual basis.

E. Church Discipline of Members

1. The reasons for discipline are:
 - a. Doctrinal deviation or heresy (1 Timothy 6:3-5; Titus 3:10-11; Romans 16:17-18).
 - b. Immoral conduct (1 Corinthians 5:9-13; 2 Corinthians 6:14-17; 2 Thessalonians 3:6).
 - c. Sowing discord, causing division, or exhibiting an undisciplined lifestyle (Proverbs 6:19; Romans 16:17; 2 Thessalonians 3:6-7, 3:11).
 - d. Unresolved personal and private offenses and grievances (Matthew 18:15-16).
2. The discipline of this church in doctrinal and moral matters shall be entrusted to the Pastor and the Board of Elders. Any disciplinary action that is deemed necessary shall be in the spirit

of love and meekness (2 Thessalonians 3:14-15; Galatians 6:1).

- a. No accusation shall be brought against any member except upon the testimony of two or three witnesses (Matthew 18:16; 2 Corinthians 13:1; 1 Timothy 5:19).
 - b. The accused person shall be confronted with the offenses with the desire and effort to correct the difficulty and restore to proper fellowship. Written charges shall be given to the accused person and he or she summoned to meet with the Board of Elders in a timely manner not to exceed 14 days from the delivery of the charges. Failure on the part of the accused to appear for examination will not prevent the Board of Elders from examining the case and rendering a verdict in accord with the testimony received. In the event the individual being disciplined is not satisfied with the decision of the Board of Elders after having met with them, he or she may appeal to the active members as a whole and will have the privilege of being examined before the active members. A majority vote of two-thirds (67%) of a quorum of active members (51%) will decide the case.
 - c. Those disciplined because of doctrinal deviation shall be placed on the Inactive Roll. Those who are guilty of heresy and who refuse to repent of their error shall be dismissed from this church. Those who are guilty of immoral conduct shall be placed on the Inactive Roll. Persistent immorality shall result in dismissal from this church by action of the Board of Elders. All membership status changes as a result of action by the Board of Elders shall be reported at the Annual Meeting. When actions taken by the Board of Elders under this provision necessitate a public statement; it shall be reported at a Sunday morning service by announcement from the pulpit.
3. The purpose of all discipline shall be to restore the individual to the fellowship and active membership in this church and such restoration efforts shall be made in light of the following Scriptures: Galatians 6:1-2; 2 Thessalonians 3:14-15; Hebrews 10:24-25; James 5:1-20. Restoration to fellowship shall be granted upon due repentance and by action of the Pastor and Board of Elders.
 4. For those members who do not follow the biblical pattern for restoration and therefore seek to remove their membership by submitting a letter of membership withdrawal not having resolved the reason for disciplinary action, the Board of Elders will accept the request but will review the procedures used and actions taken. After a review, the Elders may decide to pursue additional appropriate steps to see if a biblical resolution and restoration to Christ, if not NABC, can be obtained.
 5. Discipline of nonmembers who regularly attend NABC shall be based upon the Word of God and administered by the Pastor and Board of Elders in the same manner as described above.

F. Withdrawal of Membership

1. By letter. A request by a member in good standing or desiring a letter of recommendation to another church of like faith and practice, will be granted.
2. By erasure. The Board of Elders will annually, or as needed, review church membership. After prayerful consideration, the following appropriate action will be taken:
 - a. A member failing to faithfully attend NABC services without a valid reason, for a period of three (3) months will be contacted by the Board of Elders in an effort to restore them to fellowship. After three (3) additional months, should a change not be evident, the name will be placed on the Inactive Roll. Should conditions not improve; the name will be dropped from the Church Roll by action of the Board of Elders.

- b. The names of persons who leave NABC to unite with another church, without notifying this church, shall be erased from the Roll by vote of the Board of Elders.

G. Notification of Change of Membership Status

A registered, receipt requested, letter will be sent to each person whose status of membership has been changed by action of the Board of Elders.

ARTICLE VIII

PASTORS

A. Definition

The office of Pastor as an Elder is primary at NABC, both for dignity and usefulness. He has different names expressive of his various duties; as an overseer of the flock, he is a Bishop; as he feeds them spiritual food, he is a Pastor; as he serves Christ, he is a Minister; as an example and as administrator, he is an Elder; as he bears the message of reconciliation to sinners, he is an Ambassador; as he administers the ordinances, he is a Steward; and in humility, he is the Servant of Christ, separated unto God.

B. Qualifications

1. A pastor shall give evidence of the call of God to the ministry of the gospel and of adherence to the scriptural principles governing church leadership. He is to demonstrate a life of godliness and faithfulness as characterized in 1 Timothy 3:1-7, Titus 1:5-9, and 1 Peter 5:1-4 meeting all the qualifications of an elder as described in Article IX.A.1. and out of conviction uphold the Constitution, including the Statement of Faith, and all written policies of NABC.
2. Any man to be considered as a candidate for this pastorate shall have read the Constitution and shall have signed in writing his unreserved agreement with its provisions and with the nondenominational position of this church. He shall not be divorced, divorced and remarried, or married to a divorcee. His wife shall be in hearty agreement with the Constitution, including the Statement of Faith, and both shall agree to uphold the written policies of NABC.
3. Any man to be considered as a candidate for this pastorate shall voluntarily agree to and submit to a background check for debt status, criminal record, and/or child abuse history. No candidate may be presented to the congregation for approval without the Board of Elders having first reviewed the results of the background check.
4. In the event a man is called as a pastor who is not ordained, he shall agree to preparing and presenting himself before a Council of Ordination established by the Board of Elders of this church per Article XIV.B. This examination will ideally take place during his first year of ministry.

C. Call

1. The Board of Elders shall serve as a Pastoral Search Committee or convene a search committee (Article XI) to consider men available for pastoral ministry. Preliminary screening of these men shall include a questionnaire regarding training, pastoral experience, and qualifications mentioned in VIII.B. above.
2. The responsibilities of the Search Committee are as follows:
 - a. The Search Committee shall compile a list of potential candidates and send a church information packet, including the Constitution, and a questionnaire to the names on this list.
 - b. A potential candidate shall be required to return the completed questionnaire and provide a biographical and professional resume, a personal doctrinal statement, and a list of at least three (3) references. If the Search Committee desires to follow through with a potential candidate, references will be contacted and asked to provide information regarding the man's ministry, pastoral, and administrative abilities, and basic Christian character. A background check shall also be made (Article VIII.B.3).
 - c. The Search Committee shall invite a potential candidate to NABC to minister at appropriate services. When the potential candidate visits, he shall meet with the Search Committee for an interview. If it is convenient, members of the Search Committee may also go to his church to observe his ministry.
 - d. The potential candidate may be invited to return to minister at an appropriate time and to spend a minimum of two (2) days at NABC for additional public and private exposure and interaction with the Search Committee and congregation. He (and his wife if applicable) shall meet with the Board of Elders for an interview and with the congregation for a question-and-answer time.
 - e. If the Search Committee feels it would be beneficial, the potential candidate may be invited to come back for further exposure and evaluation before being considered as a candidate.
 - f. If the potential candidate has met the qualifications specified, the Search Committee will recommend the candidate to the Board of Elders. Once unanimously approved by the Board of Elders, he shall be invited to return as "the candidate," at which time he shall minister and he (and his wife if applicable) may meet again with the Board of Elders. Only one (1) candidate shall be considered at a time.
 - g. Upon recommendation of the Board of Elders to call the candidate as a pastor of NABC, his name shall be presented to the active members for a vote the following Sunday at a congregational meeting called for this purpose. An eighty per cent (80%) approval of the active members shall be necessary to extend a call. All active members must cast their votes in accordance with Article X
 - h. Upon the call of a pastor and his acceptance, he (and his wife, if applicable) shall become active members of NABC.

D. Duties

A pastor, by virtue of being a spiritual leader and shepherd of the flock, shall fulfill the duties generally associated with his office, including the ministry of the Word, administration of the ordinances, and the care of the spiritual welfare of the members. He shall be an ex officio member of appropriate committees and organizations of this church (as noted in his job description). He shall be a voting member of the Board of Elders. On an annual basis, he shall be required to read and sign a statement indicating his complete agreement with this Constitution, including the Statement of Faith, and his willingness to uphold all written policies of NABC.

The Senior Pastor shall serve as the Chairman of the Elder Board. He shall preside at meetings of the congregation and may preside at meetings of committees.

E. Salary and Benefits

The salary and benefits of the Pastors shall be reviewed by the Board of Elders on an annual basis. Any adjustments will take into consideration the annual performance appraisals and national cost of living adjustments.

F. Termination

1. A pastor of this church shall serve until his services are terminated by written resignation, by action of the Board of Elders, or by request of the membership. A notice of sixty (60) days shall be given, unless otherwise mutually agreed or as specified in VIII, F, 4.
2. A pastor may be dismissed if the Board of Elders concludes that he is not properly performing his pastoral functions. The Board of Elders shall recommend his dismissal to the membership; and he shall be dismissed by a two-thirds (67%) vote of the active members present.
3. A vote may be taken by the active members at any time to terminate a pastor's services subject to the following:
 - a. A special meeting may be called for this purpose in accord with Article X.A.
 - b. It shall be placed on the agenda of a regular meeting, provided that previous action has been taken by the Board of Elders. It may also be placed on the agenda if a petition of twenty-five per cent (25%) of the active members has been presented to the Board of Elders and the Board unanimously agrees (with the Pastor under consideration being exempt from the voting) that there is justification for calling a special meeting.
 - c. A two-thirds (67%) majority shall be required to terminate a pastor's services.
 - d. A pastor will not preside at any meetings where his termination is reviewed or where action is taken.
4. In the event of doctrinal or moral defection, a pastor's services may be terminated immediately by action of the Board of Elders. Evidence for the dismissal of a pastor shall be well founded, officially recorded by the Elders, and shall not rest upon the word of one person (1 Timothy 5:19).
5. The Board of Elders shall determine the financial arrangements for a pastor following his resignation, termination, or dismissal.

ARTICLE IX

- CHURCH OFFICERS -

A. Elders

1. Qualifications

- a. An elder must be an active male member of NABC and must demonstrate a life of godliness and faithfulness as characterized in 1 Timothy 3:1-7, Titus 1:5-9, and 1 Peter 5:1-4 and out of conviction uphold the Constitution, including the Statement of Faith, and all written policies of NABC.

Personal Characteristics

- 1) Must be above reproach, 1 Timothy 3:2, Titus 1:6.
- 2) Must have a good reputation, 1 Timothy 3:2.
- 3) Must have a good reputation with non-believers, 1 Timothy 3:7.
- 4) Must exercise self-control, 1 Timothy 3:2.
- 5) Must not be quick-tempered, Titus 1:7.
- 6) Must live wisely, 1 Timothy 3:2, Titus 1:8.
- 7) Must demonstrate restraint in the use of alcohol, 1 Timothy 3:3, Titus 1:7.
- 8) Must not be violent, 1 Timothy 3:3, Titus 1:7.
- 9) Must be gentle, 1 Timothy 3:3.
- 10) Must not be quarrelsome, 1 Timothy 3:3.
- 11) Must not love money, 1 Timothy 3:3.
- 12) Must not be dishonest with money, Titus 1:7.
- 13) Must not be a new believer, 1 Timothy 3:6.
- 14) Must not be arrogant, Titus 1:7.
- 15) Must love what is good, Titus 1:8.
- 16) Must be just, Titus 1:8.
- 17) Must live a devout and disciplined life, Titus 1:8.
- 18) Must have a strong faith in sound doctrine, Titus 1:9.

Family Characteristics

- 19) Must be faithful to his wife (if applicable), 1 Timothy 3:2, Titus 1:6.
- 20) Must manage his family well, having children who respect and obey him, 1 Timothy 3:4.
- 21) Must have children that do not have a reputation for being wild or rebellious (if applicable),
Titus 1:6.
- 22) Must enjoy having guests in his home, 1 Timothy 3:2, Titus 1:8.

- b. An elder must demonstrate a genuine concern for people's welfare and the ability to provide leadership for this church as characterized in 1 Timothy 3:1-7, Titus 1:5-9, and 1 Peter 5:1-4.

Ministry Characteristics

- 1) Must be able to teach, 1 Timothy 3:2.
 - 2) Must be able to encourage others with sound doctrine, Titus 1:9.
 - 3) Must be able to show those who oppose sound doctrine where they are wrong, Titus 1:9.
- c. On an annual basis, an elder shall be required to read and sign a statement indicating his complete agreement with this Constitution, including the Statement of Faith, and his willingness to uphold all written policies of NABC.
2. Number and Term of the Board of Elders
- a. The Board of Elders shall consist of the Pastor(s) and two (2) or more lay men, provided there are qualified men. Each man shall have an equal vote in the decision-making process.
 - b. The lay elders shall be appointed to active service on the Board for a term of three (3) years, unless otherwise specified at the time of the appointment. Their terms of office shall be so arranged on a rotation basis that approximately one-third (33%) will expire annually. It is recommended that whenever possible, a year's sabbatical rest be extended to those whose term expires.
 - c. A lay elder's term shall become effective at the first meeting of the Board of Elders following the Annual Meeting at which his appointment is announced.

3. Organization

The Board of Elders shall organize itself by nomination and confirmation at the first monthly Elders' meeting after the Annual Meeting. The officers of the Board of Elders shall consist of the following:

- a. Chairman: The Senior Pastor shall serve as Chairman of the Board of Elders and shall be responsible for the monthly meetings (setting the agenda and conducting the meeting).
- b. Vice-Chairman: The Vice-Chairman shall work closely with the Chairman in carrying out the Chairman's responsibilities and can, at the Chairman's discretion, serve in place of the Chairman.
- c. Secretary: The Secretary shall be responsible for the recording, editing, and reading of the official minutes, and for all correspondence for the Board of Elders.
- d. A quorum for conducting official church business shall require the presence of two-thirds (66%) of the Board of Elders.
- e. The Board of Elders shall not meet at any time without the Pastor unless he is aware of the meeting and its purpose except as stipulated VIII, F, 3, d.
- f. The Board of Elders may meet with the Board of Deacons, the Missions Committee or any other standing committee as deemed appropriate.

4. Duties of the Elders

It shall be the duty of the Elders to care for the spiritual life of NABC, to guard its purity in doctrine, and to discipline members in accordance with the Word of God. The Board of Elders shall be responsible for examining all who seek membership in NABC. They shall act for this church in acceptance and dismissal of members and shall maintain an active Membership Roll. They shall assist the Pastor in administering the ordinances, counseling the needy, comforting the sick and afflicted, and in supplying the pulpit in the absence of the Pastor. If there are not enough men serving as deacons to fully operate the Board of Deacons, the Board of Elders shall assume these duties as necessary (Article IX.B.4.).

5. Selection of Elders

- a. Recognizing the headship of Jesus in His Church (Ephesians 1:22-23) and the sovereign role of the Holy Spirit (Acts 20:28) in the selection and appointment of officers, the Board of Elders shall consider and select men to serve as the Elders of NABC.
- b. The procedure the Board of Elders shall use is as follows:
 - 1) The Board of Elders will consider men actively utilizing their spiritual gifts and abilities in the service of the ministries of NABC. The man must also have an established reputation of demonstrating faithful service and commitment to this church and to the ministries of this church.
 - 2) Before a man can be considered by the Board of Elders for the office of Elder, he must respond affirmatively in writing to the following questions:
 - a) Have you publicly confessed Christ as personal Savior and experienced the new birth set forth in John 3:3 and Titus 3:5?
 - b) Are you and your wife (if applicable) in hearty agreement with the Constitution, including the Statement of Faith, and willing to uphold the written policies of NABC (1 Timothy 3:11)?
 - c) Are you endeavoring to live a surrendered, prayerful Christian life, especially as regards loyal obedience to the moral precepts taught in the Word of God for believers (James 4:4; Titus 2:11-15; 1John 2:15-17)?
 - d) Are you endeavoring to pursue moral conduct beyond reproach, freedom from carnal indulgence, avoiding known conduct that may be a stumbling block to weaker believers, and pursuing a dedicated life in harmony with all brothers and sisters in Christ, as set forth in: Romans 12:1-2, 13:14, 14:1-23; Galatians 5:16-25; Ephesians 4:1-6; 4:22-24; Colossians 3:1-10; 1 Peter 1:14-16?
 - 3) The Board of Elders shall take whatever time is necessary to consult those men who are chosen and to determine their biblical qualification for the office of Elder. If the man is determined to be biblically qualified, the Elder Board must be unanimous in their decision to appoint the man as an elder.
 - 4) The names of all qualified men who are being considered for the office of Elder shall be made public in a Sunday morning service for two (2) consecutive weeks. If anyone is aware of a reason that a man being considered for the office of Elder is unqualified for that office, he or she shall consult a pastor or an elder privately and submit in writing the reason for disqualification. If a concern is raised, the matter shall be investigated and resolved before further consideration of that man for office (1 Timothy 5:19).

6. Following this procedure, the Board of Elders shall appoint men to the office of Elder and a confirmation ballot shall be presented to the active members at the next Annual Meeting or sooner if necessary.

As part of the completion of this procedure for initial appointees, the Elders of NABC shall arrange for a public presentation of the man and his qualifications as elder to the congregation. This presentation shall culminate in the conferring to the appointee the office of Elder by the other Elders of this church.

7. The ministry commitment of an elder once appointed is not limited by his terms of active service on the Board of Elders. While an elder may request to be removed from active service on the Board or may be on a sabbatical rest, they will still hold the title of Elder and must show a willingness to commit to the ongoing use of their spiritual gifts, personal abilities, and the maintenance of the qualifications of an elder. An elder's position may be terminated by (1) his written request for stepping down from the position of Elder, (2) his withdrawal from membership in this church, or (3) his forced termination from the position due to no longer meeting the qualifications of an elder. [See Article VIII, F Termination of a Pastor, for guidance in terminating an elder.]

B. Deacons

1. Qualifications

- a. A deacon must be an active male member of NABC and is to demonstrate a moral and spiritual life as characterized in 1 Timothy 3:8-13 and Acts 6:3 and out of conviction uphold the Constitution, including the Statement of Faith, and all written policies of NABC.

Personal Characteristics

1. Must be well respected, 1 Timothy 3:8, Acts 6:3.
2. Must have integrity, 1 Timothy 3: 8.
3. Must demonstrate restraint in the use of alcohol, 1 Timothy 3:8.
4. Must not be dishonest with money, 1 Timothy 3:8.
5. Must be committed to the mystery of the faith, 1 Timothy 3:9.
6. Must live with a clear conscience, 1 Timothy 3:9.
7. Must pass close examination, 1 Timothy 3:10.
8. Must exercise self-control, 1 Timothy 3:11.
9. Must be faithful in everything they do, 1 Timothy 3:11.
10. Must be full of the Spirit, Acts 6:3.
11. Must be full of wisdom, Acts 6:3.

Family Characteristics

12. Must have a respectable wife (if applicable) that does not slander others, 1 Timothy 3:11.
13. Must be faithful to his wife (if applicable), 1 Timothy 3:12.
14. Must manage his children and his household well (if applicable), 1 Timothy 3:12.

- b) A deacon must demonstrate a servant's heart in his service for the Lord and must take responsibility for administration of meeting the congregation's physical needs as characterized in Acts 6:3.
- c) On an annual basis, a deacon shall be required to read and sign a statement indicating his complete agreement with this Constitution, including the Statement of Faith, and his willingness to uphold all written policies of NABC.

2. Number and Term of Office

- a. The Board of Deacons shall consist of three (3) or more men, provided there are qualified men.
- c. b. The Deacons shall be appointed by the Board of Elders for a term of three (3) years, unless otherwise specified at the time of the appointment. Their terms of office shall be so arranged on a rotation basis that approximately one-third (33%) will expire annually. It is recommended that whenever possible, a year's sabbatical rest be extended to those whose term expires. A deacon's term shall become effective at the first meeting of the Board of Deacons following the Annual Meeting at which his appointment is announced.

3. Organization

The Board of Deacons shall organize itself by nomination and confirmation at the first monthly Deacons' meeting after the Annual Meeting. The officers of the Board of Deacons will consist of the following:

- a. Chairman: A Chairman will be elected each year from the group of Deacons who have served at least one (1) year. The Chairman will be responsible for the monthly meetings (setting the agenda and conducting the meeting).
- b. Vice-Chairman: The Vice-Chairman will work closely with the Chairman in carrying out the Chairman's responsibilities and can, at the Chairman's discretion, serve in place of the Chairman.
- c. Secretary: The Secretary is responsible for the recording, editing, reading of the official minutes, and for all correspondence for the Board of Deacons.
- d. The Board of Deacons shall meet with the Board of Elders at the request of the Elders and may participate in those portions of the Board of Elders' meetings which the Elders deem appropriate.

4. Duties of the Deacons

It is the duty of the Board of Deacons to administer all business matters of NABC, function as trustees in all legal transactions, and shall be responsible for maintenance of all church property. The Deacons shall oversee the mercy ministry of NABC including oversight of the benevolent fund. They may be authorized by the Board of Elders to disperse up to \$5,000.00 for other than normal expenditures in the operation of this church. Expenditures above \$5,000.00 must be approved by the Board of Elders and then submitted to the active members for approval. If there are not enough men serving as deacons to fully operate the Board of Deacons, the Board of Elders shall assume these duties, as necessary.

5. Selection of Deacons

- a. Recognizing the headship of Jesus in His Church (Ephesians 1:22-23) and the sovereign role of the Holy Spirit (Acts 20:28) in the selection and appointment of officers, the Board of Elders shall consider and select men to serve as Deacons of NABC.

- b. The procedure the Board of Elders shall use is as follows:
- i. Announcement of the process and its commencement shall be made from the pulpit on a Sunday morning, and active members shall be given at least two (2) weeks to recommend from among themselves men who are qualified to serve in the office of Deacon. Announcement shall be made from the pulpit on Sunday mornings for the two-week period. The submission of a name for the office of Deacon shall be given in writing to the Board of Elders (Acts 6:3).
 - ii. Before a man can be considered by the Board of Elders for the office of Deacon, he must respond affirmatively in writing to the following questions:
 1. Have you publicly confessed Christ as personal Savior and experienced the new birth set forth in John 3:3 and Titus 3:5?
 2. Are you (and your wife if applicable) in hearty agreement with the Constitution, including the Statement of Faith, and willing to uphold the written policies of NABC (1 Timothy 3:11)?
 3. Are you endeavoring to live a surrendered, prayerful Christian life, especially as regards loyal obedience to the moral precepts taught in the Word of God for believers (James 4:4; Titus 2:11-15; 1 John 2:15-17)?
 4. Are you endeavoring to pursue moral conduct beyond reproach, freedom from carnal indulgence, avoiding known conduct that may be a stumbling block to weaker believers, and pursuing a dedicated life in harmony with all brothers and sisters in Christ, as set forth in: Romans 12:1-2, 13:14, 14:1-23; Galatians 5:16-25; Ephesians 4:1-6; 4:22-24; Colossians 3:1-10; 1 Peter 1:14-16?
 - iii. The Board of Elders shall take whatever time is necessary to consult those men who are chosen and to determine their biblical qualification for the office of Deacon.
 - iv. The names of all qualified men who are being considered for the office of Deacon shall be made public in a Sunday morning service for two (2) consecutive weeks. If anyone is aware of a reason that a man being considered for the office of Deacon is unqualified for that office, he or she shall consult a pastor or an elder privately and submit in writing the reason for disqualification. If a concern is raised, the matter shall be investigated and resolved before further consideration of that man for office (1 Timothy 5:19).
6. Following this procedure, the Board of Elders shall appoint men to the office of Deacon and a confirmation ballot shall presented to the active members at the next Annual Meeting or sooner if necessary.
7. A deacon's position is lifelong but may be terminated by (1) his written request for stepping down from the position of Deacon, (2) his withdrawal from membership in this church, or (3) his forced termination from the position due to no longer meeting the qualifications of a deacon.

C. Other Church Officers

1. The treasurer shall receive, safeguard, disperse, and be responsible for all the funds of NABC in its various ministries, and keep an accurate account of the same. He or she shall deposit monies in a bank as soon as possible and shall submit a monthly report to the Board of Elders and an annual report to this church. The books of the treasurer shall be audited annually under

the direction of the Board of Elders. The treasurer shall be an active member of NABC and shall be appointed by the Board of Elders for a term of one (1) year. He or she may not serve more than five (5) years in office if a qualified replacement is available.

2. The Clerk shall keep a record of all NABC business meetings and of the call of such meetings. He or she shall maintain an up-to-date list of the names and addresses of all members and be prepared to declare the voting membership at each business meeting. He or she shall be custodian of the official papers and keep an inventory of the same. The Clerk shall be an active member of NABC and shall be appointed by the Board of Elders. These duties may be assigned to the Church Secretary as appropriate.

D. Vacancies

1. In the event of an office being vacated between annual meetings, the Board of Elders may appoint someone to fill this office until the next annual meeting (Article IX.A. 5. and IX. B.5.).
2. Upon retirement or removal from the office, an elder, deacon, or any other church officer shall deliver to the Board of Elders (or as directed by them to his successor) all records, correspondence, papers, documents, and other church property that has been entrusted to his or her care.

ARTICLE X

- CONGREGATIONAL MEETINGS -

A. Frequency

An Annual Meeting of the congregation shall convene during the month of September of each year at a date determined by the Board of Elders. Special meetings of the congregation may be held at any time by decision of the Board of Elders. The membership may request a meeting in writing to the Board of Elders if twenty-five percent (25%) of the active members agree. All meetings and their purpose shall be announced at two (2) consecutive Morning Worship services preceding the meeting.

B. Fiscal Year

The fiscal year of this church shall be September 1st to August 31st with the Annual Meeting to take place during the month of September each year.

C. Parliamentary Authority

Robert's Rules of Order shall be followed in the transaction of business in all congregational meetings, except for the designation of the chairman pro-tem (temporary), normally the Vice Chair of the Board of Elders (see Article X.F.).

D. Quorum / Voting

1. All members are expected to help shape the ministry of NABC by attending and actively participating in as many regularly scheduled and specially called congregational meetings as often as possible.
2. A quorum for the transaction of business in all congregational meetings shall consist of fifty-one percent (51%) of the active members of NABC and sixty-seven percent (67%) of active members of the Board of Elders (IX,A,3,d), except as noted in Article XV - Amendments. Only those physically present for the meeting will be considered for a quorum and for voting except as noted below.

3. Under certain circumstances the Board of Elders may allow for virtual attendance and voting either across the board or individually. Individuals unable to attend a meeting may request absentee voting.

E. Qualifications

Active members from the age of eighteen (18) and upward shall be permitted to vote. Passage of any motions must be predicated upon a fifty-one percent (51%) vote of the active members present unless otherwise stipulated in the NABC Constitution.

F. Chairman

The Chairman of the Board of Elders shall preside at the congregation's Annual Meeting and all regular and special congregational business meetings. In the event of the absence of the Chairman, the chairman of these meetings shall be appointed by the Board of Elders, normally the Vice Chair of the Board of Elders.

G. Agenda

1. The agenda of all congregational meetings shall be prepared in advance by the Board of Elders, and only what is on the agenda shall be discussed and voted on at these meetings. The agenda of the Annual Meeting should include the presentation of annual reports, church evaluation, and such other matters as deemed necessary.
2. Active members may submit matters to the Board of Elders for consideration as possible items for the agenda of any congregational meeting. Such requests must be submitted in writing at least one (1) month prior to the meeting.

ARTICLE XI

- COMMITTEES -

A. Appointment

1. Standing committees for the administration of the various phases of the work shall be designated and members appointed by the Board of Elders.
2. Special committees for short term service may be appointed as needed by the Board of Elders.

B. Accountability

Every committee shall be accountable to the Board of Elders and subject to at least an annual review as to its continued need for existence.

C. Missions Committee – Standing Committee

1. Missionary outreach at home and abroad is one of the primary responsibilities of NABC (Acts 1:8). The Board of Elders shall oversee the missionary program and may delegate responsibilities to a Missions Committee. The Committee shall secure speakers and plan conferences that will encourage members to pray, to give, and to answer the missionary call.
2. The Board of Elders or Missions Committee shall carefully interview and examine any persons that have been called and are seeking support. Every missionary and organization supported by NABC shall affirm their agreement with NABC's Statement of Faith.
3. If so established, the Missions Committee shall consist of three (3) or more active church

members provided there are qualified persons.

4. The Missions Committee shall be appointed by the Board of Elders for a term of three (3) years, unless otherwise specified at the time of the appointment. Their terms of office shall be so arranged on a rotation basis that approximately one-third (33%) will expire annually. It is recommended that whenever possible, a year's sabbatical rest be extended to those whose term expires.
5. A member's term shall become effective at the first meeting of the Missions Committee following the Annual Meeting at which his/her appointment is announced.
6. Organization

The Missions Committee shall organize itself at the first monthly Missions Committee meeting after the Annual Meeting. The officers of the Missions Committee will consist of the following:

- a. Chairperson: A Chairperson will be elected each year from within the Missions Committee members who have served at least one (1) year. The Chairperson will be responsible for the monthly meetings (setting the agenda and conducting the meeting).
 - b. Vice-Chairperson: The Vice-Chairperson will work closely with the Chairperson in carrying out the Chairperson's responsibilities and can, at the Chairperson's discretion, serve in place of the Chairperson.
 - c. Secretary: The Secretary is responsible for the recording, editing, and reading of the official minutes, and for all correspondence for the Missions Committee.
 - d. The Missions Committee may meet with the Board of Elders at the request of the Elders or may participate in those portions of the Board of Elders' meetings which the Elders deem appropriate.
7. Duties of the Missions Committee

It is the duty of the Missions Committee to administer and promote the missionary and outreach efforts of NABC. They may be authorized by the Board of Elders to disperse normal expenditures related to these endeavors. Expenditures not previously authorized must be approved by the Board of Elders and when necessary, submitted to the congregation for approval. If there are not enough qualified members to fully operate the Missions Committee, the Board of Elders shall assume these duties as necessary.

D. Christian Education – Standing Committee

1. NABC's Christian Education program shall be under the authority of the Board of Elders and shall be administered according to the policies established by the Board.
2. The Board of Elders may appoint a standing committee consisting of three (3) or more active church members.
3. All regular Christian Education offerings and expenses shall be handled through the general fund.
4. If an associate or assistant pastor oversees the Christian Education programs, he will serve as chairman of this committee and will delegate responsibilities to the committee as needed.

E. Pastoral Search Committee – Special Committee

1. The Board of Elders shall serve as a Pastoral Search Committee when the need arises to call a new Senior Pastor. They may augment this committee with other individuals as appropriate.
2. For the hiring of other pastoral staff, the Board of Elders may convene a special search committee to consider men available for that specific position. This committee will include at least two elders and two or more individuals, preferably individuals who are directly impacted by that pastoral ministry. (Article VIII.C)

ARTICLE XII

- FINANCES -

A. Support

NABC and its ministries shall be supported only through the free will offerings of Christians and unsolicited gifts of those interested in its ministry.

B. In addition to the Church Treasurer (see IX, C, 1) two other financial offices will exist.

1. The Assistant Treasurer shall assist in counting the offering. The Assistant Treasurer may assist the Treasurer in the implementation of his or her duties to the extent authorized by the Treasurer. The Assistant Treasurer shall be an active church member and shall be appointed by the Board of Elders.
2. The Financial Secretary may assist the Church Treasurer in the implementation of his or her duties to the extent authorized by the Treasurer and will keep a record of the offering in a separate set of books. The Financial Secretary shall be an active church member and shall be appointed by the Board of Elders.

C. Budget

The Board of Elders, in conjunction with the Church Treasurer, shall prepare and submit an annual budget for approval by the active members at the Annual Meeting.

D. Indebtedness

All indebtedness must have approval by the active members (note Article X.D.2).

E. Designated Funds

1. Based on IRS Revenue Ruling 62-173, the Board of Elders must demonstrate control of all funds in their allocation and usage, not the donors, members of the congregation, or intended recipients. Therefore, designated funds are not restricted funds.
2. Notwithstanding E.1 above, NABC's Board of Elders shall seek to honor all designations for approved projects or special purposes.

F. Audit

An annual audit of NABC's financial records shall be conducted under the direction of the Board of Elders prior to the Annual Meeting. An audit by an outside accountant should also be conducted every five years or earlier if needed.

ARTICLE XIII

- PROPERTIES -

A. Title

The title of all NABC property, both real and personal, shall be and remain vested in that portion of the active membership that shall remain faithful to the original purpose stated in this Constitution.

B. Acquisition and Sale of Property

1. NABC shall have power to acquire and hold property, both real and personal, for the general purposes of this church. All property so acquired shall be in the name of NABC.
2. Any sale, mortgage, or transfer of real or personal property valued in excess of \$5,000.00 shall be approved by a two-thirds (67%) majority vote of active members on NABC's Membership Roll.

C. Use of Property

1. All real properties belonging to NABC shall be available to the membership for purposes consistent with the ministry and policy of this church, subject to regulation by the Board of Elders.
2. The Pastors and Board of Elders shall have access at all times and under all circumstances to all properties owned by NABC.
3. Access to the financial records of personal giving shall be limited to the Treasurer, Assistant Treasurer, Financial Secretary, and Audit Committee.

ARTICLE XIV

- LICENSING, ORDINATION, AND COMMISSIONING -

A. Licensing

1. Qualification and Procedure

- a. Any male giving evidence of a divine call to the gospel ministry by possession of gifts and graces belonging to the ministry, who accepts without reservation NABC's Statement of Faith and meets the scriptural qualifications for such an office, may be licensed by a unanimous (100%) vote of the Board of Elders.
- b. Such licensing shall be for a period of one (1) year, renewable annually by vote of the Board of Elders as stated above, for up to three (3) years.

2. Rescinding

Any such license granted may be rescinded by a three-fourths (75%) majority vote of the Board of Elders if the licensee gives evidence of teaching or preaching contrary to the NABC's Statement of Faith or whose life or family brings reproach to his position in ministry. This action shall be taken after prayer, consultation with the person, and a thorough investigation and evaluation of the concern.

B. Ordination

1. Composition and Function of Council of Ordination

- a. When, in the judgment of the Board of Elders, a man in this membership, or in special cases a nonmember, claims to be called to the ministry, it shall be within the power of said Board of Elders to call and/or conduct a Council of Ordination. This Council shall consist of NABC's Board of Elders and/or ordained Christian ministers who are in agreement with NABC's Statement of Faith.
- b. The Council of Ordination shall thoroughly examine the applicant regarding his personal Christian experience, call to the ministry, educational training, doctrinal belief, reputation, and demonstrated efficiency in Christian service. The applicant shall give evidence of his agreement with those provisions of NABC's Constitution with respect to doctrine, independence of the local church, and scriptural qualifications for church leadership.
- c. Upon completion of the examination of the applicant, a unanimous (100%) vote by the Council of Ordination shall be required. A public ordination service, to be held on a future date, shall be arranged by the Board of Elders in consultation with the Pastor and the applicant.
- d. The minutes of the Council of Ordination and the public service shall be incorporated into the records of NABC, and a certificate of ordination shall be provided for the newly ordained minister.

2. Revoking Ordination Credentials.

The Board of Elders may, by a three-fourths (75%) majority vote, revoke the ordination credentials of any minister ordained under this Constitution if said minister is found guilty of doctrinal or moral defection.

C. Commissioning

1. Qualification and Procedure

- a. Any person, male or female, who is not eligible for licensing or ordination, but who has appropriate training for specialized missionary service along with approved Christian character and doctrinal soundness and has been accepted by a missionary agency approved by the Board of Elders may be considered for commissioning by a unanimous (100%) vote of the Board of Elders.
- b. Any man having been publicly conferred to the office of Elder of NABC may be considered for commissioning by a unanimous (100%) vote of the Board of Elders. commissioned elders may represent NABC at home or aboard and shall be authorized to administer the Church Ordinances of Water Baptism and the Lord's Supper and to represent NABC in spiritual matters, such as, spiritual discipline, counseling the needy, comforting the sick and afflicted, and in the teaching of Scriptures.
- c. Such commissioning shall be for an indeterminate time and shall be considered to continue indefinitely unless rescinded. The commissioning of an elder is valid for as long as that man is an elder in good standing with NABC.

2. Rescinding

Any such commissioning may be rescinded by a three-fourths (75%) majority vote of the Board of Elders if the commissioned person gives evidence of teaching contrary to NABC's Statement of Faith or whose life or family brings reproach to his or her position in ministry.

This action shall be taken after prayer, consultation with the person, and a thorough investigation and evaluation of the concern. Written documentation concerning rescinding of the commissioning shall be sent to the commissioned person and to his or her missionary agency.

ARTICLE XV

- AMENDMENTS -

The Constitution of this church may be amended in the following manner.

A. Board of Elders Approval

Any amendment must begin with initiation by the Board of Elders and approval indicated by unanimous (100%) vote in writing by the entire Board of Elders before the proposed amendment is submitted to the active members of NABC for their vote of approval or disapproval.

B. Membership Approval

1. Upon approval of the proposed amendment(s) by the Board of Elders, recommendation to the active members by public announcement shall be made in two (2) Morning Worship services and the proposed amendment(s) printed in the bulletin and/or distributed to the active members in written form at least two (2) weeks prior to the meeting in which the proposed amendment(s) shall be discussed and the vote conducted by ballot to approve or disapprove the proposed amendment(s).
2. A quorum for the passage of amendment(s) shall consist of seventy-five percent (75%) of the active members of NABC and shall require a ninety percent (90%) majority of the active members present at the meeting voting in favor of the amendment(s) with the exception of amendments to Articles III, IV, V, and VI.
3. A quorum for the passage of an amendment to Articles III, IV, V, and VI shall consist of ninety percent (90%) of the active members of NABC and shall require ninety-five percent (95%) approval of the amendment by the active members present at the meeting.

C. Constitution Review

The Board of Elders, as needed at their discretion, will do a thorough review of the constitution to make adjustments needed to keep NABC's mission and governance relevant. If such adjustments are made, the Elders may submit them in mass for a one-time approval.

ARTICLE XVI

- MISCELLANEOUS PROVISION -

- A. No part of the net earnings of this church's Corporation shall inure to the benefit of or be distributable to its directors, officers, or other private persons, except that the Corporation shall be authorized and empowered to pay reasonable compensation for the services rendered and to make payments and distributions in furtherance of its exempt purposes. No substantial part of the activities of the Corporation shall be carried on for propaganda or otherwise attempting to influence legislation. The Corporation shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.
- B. Notwithstanding any other provisions of the By-Laws, the Corporation shall not carry on any

other activities not permitted to be carried on (a) by an organization exempt from Federal income tax under Section(e)(3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Revenue Law) or (b) by an organization, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law).

ARTICLE XVII

- DISSOLUTION -

Upon the dissolution of this church's Corporation, the Board of Elders by a majority vote, shall, after paying or making provision for payment of all liabilities, dispose of all church assets to ministries of like faith and practice, exclusively for the purposes of this church's Corporation in such manner, or to such organization or organizations which are in agreement with this NABC's Statement of Faith and are organized and operated exclusively for charitable, educational, or religious purposes as shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law), as the NABC Board of Elders shall determine.

End of Document

*North Annville Bible Church
Annville, Pennsylvania
Adopted January 30, 2011
Revised March 20, 2022*