

**CONSTITUTION
OF
THE FIRST BAPTIST CHURCH OF TAFT, CALIFORNIA**

(Amended as of December 4, 2016)

COVENANT

Having been led by the Spirit of God to profess our faith in Jesus Christ and having been baptized in the name of the Father, Son and the Holy Spirit, we do now solemnly and joyfully affirm our covenant with God and with each other.

We pledge to serve Christ in the fellowship of this Congregation. We shall endeavor to love one another, to remember one another in prayer, to share in each other's joys and to sustain each other in times of distress. We aspire to be a fellowship of the concerned where the lost may find Jesus Christ, sinners may find pardon, seekers may find meaning for their lives and where all who come may find welcome. We shall strive to be responsible church members through faithful attendance, study and giving.

We shall seek to be obedient to Christ in our daily living. The Bible as traditionally understood through the centuries shall be our standard for all matters of faith and practice. Within our homes, in our labor and while at leisure we shall strive for attitudes and actions which will reflect God's Spirit working through us. Believing that our bodies are temples of the Holy Spirit, we shall endeavor to avoid experiences and habits which defile the body and hinder our witness.

Bound together in a fellowship of faith with all who confess Jesus Christ as Lord and Savior, we shall pray and labor for a spirit of unity among all Christians.

Believing that our call to be a Church is a call to witness in the world, we dedicate ourselves anew as servants of the Lord of all life. Whenever people are in bondage to ignorance, poverty, fear or prejudice, we shall strive for justice, freedom, dignity and peace. Whenever people are separated by barriers of hostility and distrust, we shall be ministers of God's reconciling love. As we pledge our support to the work of our missionaries throughout the world, we commit ourselves to the mission to which God calls us all.

Acknowledging our human frailties and ever seeking forgiveness, we profess our need of the Holy Spirit and commit our lives to Jesus Christ and through Him to the care, the judgment, the deliverance and the mercy of Almighty God.

Finally, we pledge that when we move from this place we will as soon as possible unite with some other Christ-centered Church where we can continue to serve our Lord and Savior and follow the principles of God's Word.

STATEMENT OF FAITH

Resting our faith entirely in the Lord Jesus Christ for our eternal salvation, we believe in the teachings of the Holy Bible and in the following doctrines, statements of faith, and historic Baptist distinctives.

1. That the Holy Bible is the divinely inspired Word of God and that it is therefore the final authority in all matters.
2. That God exists eternally and that He manifests Himself in three persons--God the Father, God the Son and God the Holy Spirit.
3. That Jesus Christ was born of a virgin and that He was at the same time both divine and human.
4. That the Holy Spirit is a divine person as truly as are God the Father and God the Son.
5. That the Lord Jesus Christ, after being buried following His Crucifixion on the cross of Calvary, arose bodily from the dead, and that He is the Savior, and the only Savior through whom fallen people can find forgiveness and salvation.
6. That the forgiveness and salvation made possible by the vicarious death of Jesus Christ on the cross comes to people through personal faith in the Crucified One – the Lord Jesus Christ--and that salvation is by grace.
7. That Jesus Christ Himself will come again to this world to rule and reign in righteousness and that His coming again is imminent and that it will be literal, personal, visible and sudden.
8. That this church is composed of believers in the Lord Jesus Christ as Savior, who have been baptized by immersion in water, in the name of the Father and of the Son and of the Holy Spirit.
9. That the ordinances of the Church are believer's baptism in which is shown forth the individual's personal identification with Jesus Christ as Lord in being buried and raised in Him to newness of life; and the Lord's Supper in which the believer shows forth their remembrance of the atoning death of Jesus Christ in anticipation of His coming again.
10. That the local Church is autonomous, governing itself by the majority rule in order to guarantee equal right to all and special privilege to none, and resting upon its interdependence with other churches of like faith and practice for the carrying out of Christ's Great Commission.

11. That every believer is united in one body in Christ and that as a member of that Body has equal access to the throne of God.
12. That the separation of Church and State must be maintained.
13. That believers shall maintain holiness in every aspect of their lifestyle as defined by the Bible (Lev.11:45; 2 Cor.7:1; Eph.5:3). This includes the institution of marriage as discussed in our church Wedding Policy and Statement of Human Sexuality.
14. In loyalty to, and full cooperation with, Transformation Ministries in the U.S.A., assuming that such cooperation and loyalty will never require the surrender of any of these truths.

ARTICLE I

Name

This organization shall be known as the First Baptist Church of Taft, a Corporation, the name as stated in the Articles of Incorporation.

ARTICLE II

Purpose

The purpose of this Church shall be the advancement of the cause of Jesus Christ through the winning of the lost to our Savior and the developing of the saved in the spiritual life. It shall seek to attain this end through public worship, prayer, the preaching of the Gospel, personal evangelism, missionary endeavor, Christian education, consistent Christian living and giving by its members.

ARTICLE III

Denominational Cooperation

It is the purpose of this Church to cooperate as a member of the Golden Empire Association of Transformation Ministries. To change Associations, a three-fourth (3/4) affirmative vote of members in good standing of legal age present and voting shall be required.

ARTICLE IV

Membership

Section 1. Qualifications. Any person subscribing to the preceding Covenant, Statement of Faith and Articles I, II, III, may be received into the membership of this Church upon acceptance by the Diaconate Board, which is responsible for making all decisions about church membership:

- (a) Upon confession of faith in Jesus Christ as Savior and Lord, followed by baptism by immersion;
- (b) By letter from some other Baptist church of like faith and order;
- (c) Upon statement of Christian experience and previous baptism by immersion;

- (d) By restoration. Any person whose name has been placed on the inactive membership list, who renews their active walk with the Church and the fulfillment of their covenant obligations, may be restored to active membership by vote of the Diaconate Board without further action by the Church. Any person who has been expelled from membership in the Church may, upon evidence of their repentance and reformation and on recommendation of the Diaconate Board, be restored to membership by vote of the Church.

- (e) Inactive Membership: Any member who has been absent from the Church for a period of one (1) year without showing any interest therein by communicating with the Church or contributing to its support may be declared inactive by the Diaconate Board after investigation and attempted restoration. Persons on inactive roll shall not be counted as members and shall have no rights of membership and will be granted a statement of past active membership in lieu of a recommendation (physically or mentally incapacitated individuals are exempt from these requirements).

- (f) Associate membership – Any college student or other individual who is a member of an evangelical church and is otherwise qualified may be received as an associate member. Associate membership, although it would not affect one's relationship to their home church, would entitle them to all the rights of membership, except that of holding a church office, or voting on church business. Membership would terminate upon their leaving Taft.

Section 2. Responsibilities of Members. The members of this Church shall subscribe to the Church Covenant, the Statement of Faith, a commitment to spiritual growth and an orthodox Biblical lifestyle, regular worship attendance, financial support and service within the Church.

Section 3. Dismissal of Members:

- (a) Letters of Dismissal, for the purpose of uniting with some other Baptist Church of like faith and order, shall be granted to members in good standing, by the Diaconate Board.
- (b) Any member in good standing desiring to unite with a Church of some other denomination may be granted a certificate of Christian standing by the Diaconate Board.
- (a) Any member, having been granted either a letter or certificate of Christian standing, shall thereafter cease to be a member of this Church.
- (d) Letters of dismissal and certificates of good standing will be mailed directly to the requesting Church. In no instance will the letter or certificate be mailed to the requesting member.

Section 4. Request for Removal of Name. When a member requests that their name be removed from the Church roll, the Diaconate Board shall investigate, and if convinced that they cannot be reclaimed, the name shall be removed as requested.

Section 5. Non-Resident Members. Non-resident members who have disregarded their Covenant obligations in respect to the transfer of their membership upon moving, and have not communicated with the Church for a period of one (1) year, and have not supported the Church financially during said year, shall be contacted by the Diaconate Board. If no satisfactory explanation is given for being retained on the roll, it shall be considered that their membership is dropped. The name shall remain on the Church records for reference.

ARTICLE V

Elected Officers and Boards

Section 1. The elected officers of this Church shall be Moderator, Sunday School Superintendent, Assistant Sunday School Superintendent, Church Clerk, Financial Secretary, Assistant Financial Secretary, Treasurer of General Funds, Assistant Treasurer of General Funds, Treasurer of Missions, Head Usher and other officers as the Church may direct upon the recommendation of the Advisory Board.

Section 2. The Boards of the Church shall be:

1. A Board of Deacons, consisting of a minimum of four (4) not to exceed six (6) members who have been elected by the Church.
2. A Board of Deaconesses, consisting of a minimum of four (4) not to exceed six (6) members who have been elected by the Church.
3. The Diaconate Board, consisting of the Board of Deacons and the Board of Deaconesses when functioning as a single Board. The Church Clerk shall be an ex-officio member with full voting power.
4. A Board of Trustees, consisting of a minimum of five (5) not to exceed six (6) members who have been elected by the Church. The Financial Secretary, Treasurer of General Funds and Treasurer of Missions shall be ex-officio members of the Board, and shall have full power to vote on all matters coming before the Board, except on such matters as are delegated to the Elected Trustees only, under the laws of the State of California. The Chair of said Board shall be one of the elected members of the Board.
5. A Board of Christian Education, consisting of a minimum of four (4) not to exceed six (6) members who have been elected by the Church. The Sunday School Superintendent shall be an ex-officio member of the Board with full power to vote on all matters. The Assistant Sunday School Superintendent shall assist the Sunday School Superintendent in duties as outlined in Section 14. In the event he/she should replace the Superintendent, temporarily or permanently, he/she shall have full membership privileges. The Chair of the Board shall be one of the elected members.
6. A Board of Missions, consisting of a minimum of four (4) not to exceed six (6) members who have been elected by the Church. The Treasurer of Missions shall be an ex-officio member of the Board with full power to vote on all matters. The Chair shall be one of the elected members.
7. Head Usher and Asst. Head Usher to be elected by the church, with 12 or more

- ushers to be appointed by Head Usher or Assistant Head Usher.
8. Advisory Board, see Article VII.

Section 3. All officers and Board members shall be members of this Church for at least one (1) year, unless an exception is approved by the Senior Pastor, in good standing and committed in Church worship and activities. The Nominating Committee shall upon consideration for nominations inform the proposed nominees as to the duties pertaining to their respective offices.

Section 4. The Church has the power, for good and sufficient cause, to remove from office any elected officer or committee member. Such removal shall follow the procedure in Robert's Rules of Order.

Section 5. Resignation of officers shall be in writing to the Church and shall be effective on the date specified in the resignation. In the event an officer leaves the Church and does not submit a letter of resignation, their position shall be considered vacated.

Section 6. No person shall hold more than one elective office, except when one of the offices is that of Head Usher or Assistant Head Usher.

Section 7. Any officer having been absent from three (3) consecutive scheduled Board meetings without reasonable cause and due notice to the Chair will forfeit their office.

ARTICLE VI

Duties of Elected Officers and Boards

Section 1. The Moderator shall preside as president of the corporation at the meetings of the Advisory Board and at the business meetings of the Church. The Moderator shall be an ex-officio member of all Boards. The Chair of the Board of Deacons shall act as vice-moderator, the Chair of the Board of Trustees as second vice-moderator and the Chair of the Board of Christian Education as third vice-moderator.

Section 2. The Board of Deacons shall be responsible for the disbursement of the Ministry Fund. They shall cooperate with the Board of Deaconesses in the preparation for the observance of the ordinances of the Church. They shall also investigate and bring to a conclusion all matters where Church discipline is necessary. Church discipline shall be in accordance with Matthew 18:15-17.

Section 3. The Board of Deaconesses shall cooperate with the Board of Deacons in the preparations for the observance of the ordinances of the Church.

Section 4. (a) The Diaconate Board shall in every way assist the pastoral staff in developing the spiritual life of the church and with it consider all applications for church membership and dismissal of members. It shall cooperate with the pastoral staff in providing the

pulpit supply and the leaders for prayer meetings in the absence of a pastor. It shall also cooperate with the pastoral staff in visiting the members and in the care of the sick, needy and distressed members of the church. Review of Senior Pastor shall be done by Diaconate Board for the purpose of self-improvement. It shall be the responsibility of the Diaconate Board to seek out spiritual leadership in the form of an interim pastor when we do not have a senior pastor on the field.

(b) It shall also consider and recommend to the Advisory Board qualified applicants for Choir Director and church musicians when said positions are on a paid basis.

(c) The Chairman of the Board of Deacons shall serve as the Chairman of the Diaconate Board and the Vice Chairman of the Board of Deacons shall serve as the Vice Chairman of the Diaconate Board.

Section 5. (a) The Board of Trustees shall supervise the maintenance of building, furniture, fixtures, grounds and equipment. It shall instruct the Treasurer of General Funds to pay all approved bills as provided in the church budget, except for the Missions budget. Needs of special and emergency nature shall be received and studied by the Board of Trustees. Special and/or emergency action may be taken by the Board of Trustees or submitted to the Advisory Board.

(b) The Board of Trustees shall study and prepare a tentative budget for all expected expenditures for the ensuing year, considering all recommendations as may be submitted by the pastoral staff, the boards, committees, custodians, secretaries and church members. Proposed budget shall be made available to the congregation at least 2 weeks prior to the Annual Election.

(c) The Board of Trustees shall at each monthly meeting receive the reports of the Financial Secretary, Treasurer of General Funds and Treasurer of Missions. They shall exercise every reasonable effort to dispense the funds necessary to meet all financial obligations of the church promptly.

(d) The Board of Trustees shall recommend to the Advisory Board applicants for the position of Church Secretary and Custodian. The Board of Trustees shall also have the right of recommending their dismissal. The Board of Trustees shall be responsible for designating the duties of all employees (except pastoral staff). They shall also be empowered to hire and dismiss temporary employees including vacation relief, but not including the church musicians and the choir director. Trustees shall approve all church bus drivers.

(e) The Board of Trustees shall make no contract affecting the real estate of the Church except as provided in Article IX, Section 2, Paragraph g, of this constitution.

(f) All valuable papers and records in the custody of the Board of Trustees shall be kept in either the church safe or a safe deposit box in the name of the church.

Section 6. The Board of Christian Education shall have responsibility and authority in all matters of Christian Education. It shall seek for unification and correlation of all educational interests of the Church. It shall approve all CE workers and teachers. All Sunday School teachers shall be members in good standing or when approved by Christian Education Board and the Senior Pastor.

Section 7. The Board of Missions shall have two functional areas. It shall be its responsibility to give leadership in the interpretation of and in the securing of support for

Missions. It shall also direct the Treasurer of Missions to pay all approved items as provided in the Mission Budget. When a Missionary is approved and invited by the Board of Missions, the Pastor shall coordinate with the Diaconate Board approval of date or dates.

Section 8. The Church Clerk shall be an ex-officio member of the Diaconate Board with full voting privileges. He/she shall keep accurate minutes of the business proceedings of the Church; all official correspondence; preserve and file all letters, reports and other documents pertaining to this office; assist in preparing denominational reports, annual election ballots and other reports that may be required. He/she shall maintain an official current membership list; shall make available to the membership copies of all changes in the church Constitution and keep an up-to-date copy in the files; shall serve as Secretary of the Advisory Board and shall deliver immediately to his/her successor all books, files, records and other documents in his/her possession.

Section 9. The Financial Secretary shall be an ex-officio member of the Board of Trustees with full voting privileges. He/she shall receive all monies of the Church, other than that of the Ministry Fund, turning all monies received for missions over to the Treasurer of Missions and all other monies to the Treasurer of General Funds. He/she shall keep an accurate account of all monies received and distributed and shall present statements at each quarterly business meeting, the annual business meeting and at such other times as may be required by the Board of Trustees. He/she shall provide each member with offering envelopes, shall record contributions of each member and shall, upon request, render each member a record of their giving for the fiscal year. He/she shall deliver to his/her successor all books, files, records and other documents in his/her possession.

Section 10. The Assistant Financial Secretary shall assist in duties as designated in Section 9 and shall be responsible to the Board of Trustees, but not as a member. In the event he/she should replace the Financial Secretary, temporarily or permanently, he/she shall have full membership privileges.

Section 11. The Treasurer of General Funds shall serve as an ex-officio member of the Board of Trustees with full voting privileges. He/she shall be in charge of all monies of the Church other than that of the Mission Fund and the Ministry Fund, disbursing the same under the direction of the Board of Trustees. He/she shall keep an accurate account of all monies received and expended, shall present statements at each quarterly business meeting, the annual business meeting and at such other times as may be required by the Board of Trustees. He/she shall deliver immediately to his/her successor all books, files, records and other documents in his/her possession.

Section 12. The Assistant Treasurer of General Funds shall assist in duties as designated in Section 11 and shall be responsible to the Board of Trustees, but not as a member. In the event he/she should replace the Treasurer of General Funds, temporarily or permanently, he/she shall have full membership privileges.

Section 13. The Treasurer of Missions shall serve as an ex-officio member of the Board of Trustees and the Board of Missions with full voting privileges. He/she shall be in charge of all

mission funds of the Church in compliance with the Church budget under direction of the Board of Missions. He/she shall keep an accurate account of all monies received and expended and shall present statements at each quarterly business meeting, the annual business meeting of the Church and at such other times as may be required. He/she shall also present reports at the monthly meeting of the Board of Trustees, the Board of Missions and at such other times as may be required by the Advisory Board. He/she shall deliver immediately to his/her successor all books, files, records and other documents in his/her possession.

Section 14. The Sunday School Superintendent shall be an ex-officio member of the Board of Christian Education with full voting privileges. He/she shall be responsible to the Board of Christian Education for the general administration of the Sunday School and shall endeavor to unify into a complete organization the various departments and phases of the School. He/she shall keep in constant touch with the curriculum, teaching staff and programs of each department.

Section 15. The Assistant Sunday School Superintendent shall assist in duties as designated in Section 14, and be responsible to the Board of Christian Education, but not as a voting member. In the event he/she should replace the Superintendent, temporarily or permanently, he/she shall have full membership privileges.

Section 16. The Ushers shall seek to promote an atmosphere of reverence and Christian friendliness under the leadership of the Head Usher. The Ushers shall be responsible to the Diaconate Board. The Head Usher shall provide the Church Secretary with an attendance report of the morning and evening services.

ARTICLE VII

Advisory Board

Section 1. The Advisory Board shall consist of all the Officers of the Church as named in Article V, Section 1 and of the members of the Church Boards as named in Article V, Section 2 with the exception of the Head and Assistant Head Ushers. In addition, the President of the Men's Fellowship and the President of the Women's Ministries shall be ex-officio members of the Board with full power to vote on all matters. It shall act as the working cabinet of the pastoral staff, advising with them concerning the general policy, plans and program of the Church. Its duties shall be to consider thoughtfully and prayerfully all business presented to it. All business shall be so considered and approved before being presented to the Church body.

Section 2. The Advisory Board shall be empowered to employ and dismiss all full time employees of the Church, with the exception of the pastoral staff, but including the Choir Director and church musicians who shall be recommended by the Diaconate Board. When calling an Assistant to the pastoral staff, refer to Article XII.

Section 3. The Advisory Board shall be empowered to make decisions on any item not related to another Board.

Section 4. The Moderator shall serve as Chair, the Chair of the Board of Deacons as first vice-chair, the Chair of the Board of Trustees as second vice-chair, the Chair of the Board of Christian Education as third vice-chair and the Church Clerk as Secretary of the Advisory Board.

Section 5. The Advisory Board shall meet preceding the quarterly business meetings of the Church when there is business to be conducted. Special meetings may be called any time by the pastoral staff, the Moderator or upon request of three (3) members of the Board.

Section 6. A quorum for an Advisory Board meeting shall consist of those members present when all members are duly notified of the agenda, purpose, date and time of the meeting.

ARTICLE VIII

Standing Committees

Section 1. Members of all Standing Committees shall be church members in good standing.

Section 2. (a) A Nominating Committee consisting of seven (7) adult members in good and regular standing shall be as follows: representative of the Diaconate Board, representative of the Board of Trustees, representative of the Board of Christian Education, representative of the Board of Missions and three (3) members appointed by the Advisory Board who do not hold any elective office.

(b) No person shall serve on the Nominating Committee two successive terms.

(c) Appointments to this committee shall be made at the Advisory Board's first regular meeting of the fiscal year.

(d) The Nominating Committee shall be called together by the Moderator for organization.

(e) The duties of the Nominating Committee will be to nominate candidates for the offices of the Church as set forth in Article X, Section 2, and to nominate candidates for unexpired terms throughout the year. See Article X, Section 2, Paragraph d. Nominees shall upon nomination be informed by the Nominating Committee as to the duties pertaining to their respective office.

(f) Vacancies in Church office shall be referred to the Nominating Committee, which after study shall present a nominee or nominees for the unexpired term to the Church for vote. See Article X, Section 2, Para. d.

Section 3. (a) An Audit Committee consisting of (4) or more members appointed annually by the Advisory Board shall audit the books of the Financial Secretary, Treasurer of General Funds and Treasurer of Missions, reporting the results of their work to the Advisory Board.

(b) One member shall be selected to serve two (2) consecutive terms. This member shall be chosen by the Auditing Committee or the Moderator.

Section 4. For Pulpit Committee, see Article XII, Section 1.

Section 5. A Pastoral Relations committee consisting of four (4) Members, (2 men and 2 women, if possible), to act as an advisory group to the pastors and to reconcile conflicts within the church body.

(a) To function as set up in their guidelines.

- (b) To be responsible and to report to the Diaconate Board.
- (c) A chairman to be elected at the 1st meeting of the year.
- (d) Members to be selected as follows:
 - 1) Senior Pastor nominates 3 people. Diaconate Board, by vote, elects 2 from this group.
 - 2) Diaconate Board nominates 6 people. Senior Pastor selects 2 from this group.

ARTICLE IX

Meetings

Section 1. Devotional Meetings.

- (a) The Church shall meet regularly each Sunday morning and evening for Worship and the spreading of the Gospel.
- (b) The Church shall meet for the observance of the Lord's Supper upon the first Sunday of the month or at such other times as directed by the Diaconate Board.
- (c) The Church shall meet each Sunday for Christian instruction and training through the medium of the Sunday School and at such other times as the Church shall decide.
- (d) The Church shall meet at least once each week for prayer, testimony, conference and the study of the Holy Bible.

Section 2. Business Meetings.

- (a) The Annual Meeting of the Church shall be held at the end of January, as determined by the Moderator and Pastor for the purpose of receiving the Annual Reports of the individual officers, boards, committees of the church, its auxiliary organizations and the transaction of such other business as is proper to come before this meeting.
- (b) Quarterly Business Meetings of the church shall be held in April, July and October as determined by Pastor and Moderator.
- (c) The annual budget shall be presented at the time of the annual election.
- (d) Annual Election. See Article X.
- (e) Special Business Meetings may be called at any time by the pastoral staff, the Moderator or upon written request signed by at least five (5) members of the Church, providing notice of such meeting and the purpose for which it is called shall be given from the pulpit at least two (2) weeks in advance of the date of the meeting.
- (f) One-third of the active membership of legal voting age (18) shall constitute a quorum for the purchase, sale or encumbrance of real property. Otherwise a quorum shall consist of those members present when all members are duly notified of the agenda, purpose, date and time of the meeting.
- (g) For the purchase, sale or encumbrance of property, a three-fourths (3/4) affirmative vote of all members in good standing of legal age present and voting shall be required. Such proposed action shall be announced from the pulpit for two (2) Sundays before the voting.
- (h) The rules contained in Robert's Rules of Order shall govern the business meetings of the Church.
- (i) The Pastoral Relations Committee shall be appointed for a two (2) year term, not to exceed two (2) terms. Terms shall be staggered so that no more than two (2) members terms expire each year.

ARTICLE X

Elections

Section 1. Time. The annual election of church officers and approval of budget shall be held the end of November or as authorized by Advisory Board.

Section 2. Procedure.

- (a) The Nominating Committee, selected under Article VIII, Section 2, shall present to the church two Sundays prior to the Annual Election, the list of their nominees. At the time of the Annual Election, the Moderator shall read the list of nominees and give opportunity for nominations from the floor. No nominations shall be made without prior consent of nominee and Senior Pastor. Approximately 2 weeks before election, a list of nominees shall be made available to the congregation.
- (b) The names of all nominees who have given their consent shall be printed on a suitable ballot, space being provided for the writing in of names not on the ballot. The congregation, by unanimous vote, may ask for a voice, or show of hands vote in lieu of a ballot vote. No nominees shall be listed without prior consent.
- (c) The Moderator shall have, prior to the date of the election, appointed tellers who are not candidates for office. Said tellers shall receive all ballots, ascertain the results of the election and report to the Moderator who shall make public, by name only, the results of the Annual Election. The officers elected shall begin their terms January 1st.
- (d) Election for all unexpired terms, shall be held at a church meeting following the second report of the Nominating Committee as above and shall be by ballot.
- (e) Members of the church staff will be eligible for any elective office that results in Advisory Board membership.

Section 3. Term of Office.

- (a) The terms of office for all officers of the church with the exception of the members of the Boards of Trustees, Deacons, Deaconesses, Board of Missions and Board of Christian Education, shall be for one year.
- (b) Trustees shall be elected for a two (2) year term, with a maximum of 2 consecutive terms.
- (c) Deacons shall be elected for a two (2) year term, with a maximum of 2 consecutive terms.
- (d) Deaconesses shall be elected for a two (2) year term, with a maximum of 2 consecutive terms.
- (e) Board of Christian Education members shall be elected for a two (2) year term, with a maximum of 2 consecutive terms.
- (f) Board of Mission members shall be elected for a two (2) year term, with a

maximum of 2 consecutive terms.

(g) An officer having served over one-half (1/2) of an unexpired term is considered to have served a full term. If he/she serves less than one-half (1/2) of an unexpired term, he/she may serve two (2) more full terms.

(h) One half of each Board to be elected each year.

(i) The Pastoral Relations Committee shall be appointed for a two (2) year term, not to exceed two (2) terms. Terms shall be staggered so that no more than two (2) members terms expire each year.

ARTICLE XI

The Pastoral Staff

Section 1. The Pastoral Staff shall consist of a Senior Pastor and all other staff personnel as deemed necessary by the church. The Senior Pastor, as Chief of Staff, shall supervise pastoral staff and other employees of the church including annual performance reviews. The Senior Pastor shall call a pastoral staff meeting at least once a week for prayer, planning and coordination of program and activities.

Section 2. The title of office and description of duties shall be determined by the Advisory Board prior to the issuance of a call.

Section 3. The general duties of the pastoral staff shall be to preach the Gospel, administer the ordinances, watch over the membership, promote the spiritual interests of the church and organize and develop its strength for the best possible service.

Section 4. Members of the pastoral staff shall be ex-officio members of all boards and committees, except Pulpit Committee and Nominating Committee. However the Senior Pastor shall be a consultant for calling other pastoral staff members and to the Nominating Committee.

ARTICLE XII

Calling and Dismissing the Pastoral Staff

- Section 1.** (a) When it is necessary to call a pastoral staff member, the Moderator shall request the Diaconate Board, the Board of Trustees, the Board of Christian Education and the Board of Missions each to select one (1) of their members to serve on the Pulpit Committee. The Advisory Board shall appoint three (3) members who hold no elective office to complete the committee of eight (8). One of the at-large members shall be a youth representative.
- (b) It shall be the duty of the Pulpit Committee to prayerfully investigate, in every proper way, the merits of every person under consideration. When a suitable minister is found, the Pulpit Committee shall present its recommendations to the Advisory Board. If approved by the Advisory Board, the recommendation shall go before the Church for action.

Section 2. The calling of a Pastor shall come before the Church at a called business meeting, notice of such meeting and its purpose having been read from the pulpit two (2) consecutive Sundays. A three-fourths (3/4) vote by ballot of all active members present and voting shall be necessary to extend a call.

Section 3. A pastor shall be called for an indefinite period of time with relationship to the church dissolved by mutual agreement after reasonable notice. It is suggested that a 30-day minimum notice be considered.

Section 4. When it seems necessary to dismiss a pastoral staff member, the Diaconate Board shall prayerfully consider such action. If two-thirds (2/3) majority of the Diaconate Board feels that such procedure is necessary, they shall request the Moderator to call the Advisory Board to receive the recommendation. Eighty percent (80%) of the Advisory Board is required to take action. If the Advisory Board votes by a two-thirds (2/3) majority to dismiss the Pastor, its recommendation, if necessary, shall go to the church for final action. Notice of such meeting and its purpose shall be given for two (2) consecutive Sundays from the pulpit. A two-thirds (2/3) vote of all active members present and voting shall be necessary to finally dismiss a pastor.

Section 5. Before each step set forth in Section 4, the pastor shall be notified by the Chairman of the Board of Deacons or the Moderator of the anticipated action. After each meeting they shall be allowed to present their side, and given the opportunity of resigning. This shall be in accordance with Matthew 18:15-17.

ARTICLE XIII

Auxiliary Organizations

Section 1. The officers of the Women's Ministries, Men's Fellowship and all adult and youth auxiliary organizations shall be members of the church in good standing.

Section 2. The Constitution of auxiliary organizations shall be drawn up so as not to conflict with the Constitution of this Church.

Section 3. Meetings of auxiliary organizations shall not be held at any time that will conflict with the meetings of the church.

Section 4. No auxiliary organization shall sponsor any gift shower, bridal, baby or otherwise, in the name of the church or the auxiliary organization without the approval of the Advisory Board.

ARTICLE XIV

Church Year

The fiscal year of the Church shall begin on the first day of January and close on the last day of December.

ARTICLE XV
Amendments

This Constitution may be amended or changed at any regular or called business meeting of the church by a three-fourths (3/4) vote of those present and voting provided that a quorum is present and voting, and the notice of such amendment, stating the proposed change, shall have been given from the pulpit on two (2) successive Sundays and shall have been presented in the church newsletter following the first Sunday.

ARTICLE XVI

By the adoption of this Constitution of the church, the membership hereby rescinds all previous Constitutions, Amendments, etc.

**CONSTITUTION OF
THE FIRST BAPTIST CHURCH OF TAFT, CA
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