



P A T T E R S O N  
P A R K  
C H U R C H

**CONSTITUTION**

and

**BYLAWS**

Revised May 4, 2008

Amended August 7, 2016

# **CONSTITUTION AND STATEMENT OF FAITH OF PATTERSON PARK CHURCH**

## **PREAMBLE**

Reposing our faith in the Lord Jesus Christ for our salvation, believing in the teachings and practices of the Holy Scriptures as our sole and perfect rule of faith and practice, we, therefore, band ourselves together as a body of believers in Jesus Christ and adopt for our government the following Constitution and Statement of Faith and accompanying Bylaws, and we rescind all previous action contrary thereto.

## **ARTICLE I: NAME**

The name of this church shall be Patterson Park Church, a non-denominational Bible church, Beavercreek, Ohio.

## **ARTICLE II: MISSION**

The Mission of Patterson Park Church is to GLORIFY GOD by:

KNOWING Christ,  
GROWING in Him, and  
GOING in service to Him.

Matthew 28:18-20; Acts 1:8

## **ARTICLE III: STATEMENT OF FAITH**

We of Patterson Park Church present the following articles as a statement of those basic truths taught in the Bible which are common to our Christian faith and practice:

1. THE BIBLE: The Word of God, the sixty-six books of the Old and New Testaments, verbally inspired in all parts, and therefore wholly without error as originally given of God (II Tim. 3:16; II Peter 1:21).
2. THE ONE TRUE GOD: In the unity of the Godhead, there exist three co-eternal, co-equal persons--the Father, the Son, and the Holy Spirit (Luke 3:22; Matt. 28:19; II Cor. 13:14).
3. THE LORD JESUS CHRIST: His pre-existence and deity (John 1:1-3), incarnation by virgin birth (John 1:14; Matt. 1:18-23), sinless life (Heb.4:15), substitutionary death (II Cor. 5:21), bodily resurrection (Luke 24:36-43), ascension into heaven and present ministry (Heb. 4:14-16), and coming again (Acts 1:11).
4. THE HOLY SPIRIT: His personality (John 16:7-15), His role as Comforter, and Convicter of Truth (John 14:17, 26), and deity (Acts 5:3-4), and His work in each believer, baptism and indwelling at the moment of regeneration (I Cor. 12:13, Rom. 8:9), and filling (Eph. 5:18) to empower for Christian life and service (Eph. 3:16; Acts 1:8; Gal. 5:22-23).
5. MAN: His direct creation in the image of God (Gen. 1:26-28), his subsequent fall into sin resulting in spiritual death (Gen. 3:1-24; Rom. 5:12), and the necessity of the new birth for his salvation (John 3:3-5).
6. SALVATION: A complete and eternal salvation by God's grace alone, received as the gift of God through personal faith in the Lord Jesus Christ and His vicarious atonement through the cross (Eph. 2:8,9; Titus 3:5-7; I Peter 1:18-19).
7. THE CHURCH: One true Church, the body and bride of Christ (Eph. 1:22-23; 5:25-32), composed of all true believers of the present age (I Cor. 12:12-13), and the organization of its members in local churches for worship, for edification of believers, and for world-wide gospel witness, each local church being autonomous but cooperating in fellowship and work (Eph. 4:11-16).
8. CHRISTIAN LIFE: A life of righteousness, good works, and separation unto God from the evil ways of the world (Rom. 12:1-2), manifested by speaking the truth (James 5:12), maintaining the sanctity of the home (Eph. 5:22-6:4), settling differences between Christians in accordance with the Word of God (I Cor. 6:1-8), not engaging in carnal strife but showing a Christ-like attitude toward all men (Rom. 12:17-21), exhibiting the fruit of the Spirit.
9. ORDINANCES: The Christian should observe the ordinances of our Lord Jesus Christ which are baptism of believers by immersion (Matt. 28:19) and the Lord's Supper (I Cor. 11:23-26).
10. SATAN: A created spirit being (Ezek. 28:13-15) possessing personality. The great adversary of God and His people (Rev. 12:1-10), his judgment (John 12:31), and final doom (Rev. 20:10).
11. SECOND COMING: The personal, visible, and imminent return of Christ to remove His Church from the earth (I Thess. 4:16-17) and the establishment of His millennial kingdom upon the earth (Rev. 19:11-20:6).

12. FUTURE LIFE: The conscious existence of the dead (Phil. 1:21-23; Luke 16:19-31), the resurrection of the body (John 5:28-29), the judgment and reward of believers (Rom. 14:10-12; II Cor. 5:10), the judgment and condemnation of unbelievers (Rev. 20:11-15), the eternal life of the saved (John 3:16), and the punishment of the lost (Matt. 25:46; Rev. 20:15).

## **ARTICLE IV: MEMBERSHIP**

### **Qualifications for Membership**

Any person who is a follower of Jesus Christ as Savior and Lord; who gives assurance of a desire to live a consistent Christian life; who has been baptized as a believer, or gives assurance of a willingness to be baptized; and who gives assurance of a willingness to abide by the Constitution and accepts the “Statement of Faith” of this church, shall be eligible for membership according to the Bylaws of the church.

## **ARTICLE V: GOVERNMENT**

**SECTION 1:** With Christ as the head of the church, the membership of this church shall worship and labor together according to the discipline, rules, and fellowship set forth by this Constitution and Statement of Faith, and accompanying Bylaws. The corporate membership of this church shall be autonomous; that is, shall be the sole, and final authority in all matters of membership, doctrine, polity (governmental organization or constitution of a church) or government, property, and affiliation. Patterson Park Church is incorporated and chartered under the laws of the state of Ohio.

### **SECTION 2:**

- A. The offices of the church shall be Elder and Deacon. The primary functions of the officers are to govern, care for, and equip the body of believers for the work of the ministry.
- B. The Council of Elders shall be responsible for the teaching of the Word and caring for the needs of the flock and shall be the executive body of the congregation in all its dealings. The Elders shall have supervision over the business transactions and general work of the church and its organizations. They shall be equal in authority but may be specialized in function.
- C. The Deacons shall assist the Elders in any service to the church as needed, but especially in the areas of caring for physical needs of the congregation, administration, and implementation of ministry plans.

## **ARTICLE VI: MEETINGS**

**SECTION 1:** The church shall meet regularly for worship and the study of the Word. The Council of Elders shall set times and schedules according to the spiritual needs of the body.

**SECTION 2:** The Annual Meeting shall be held near the beginning of the last month of the fiscal year. Other business meetings may be called as deemed necessary by the Council of Elders as set forth in the bylaws of the church.

**SECTION 3:** Any regular or called meeting of the congregation may constitute a meeting for the transaction of business provided announcement of said meeting be given two consecutive Sundays (all services) preceding said meeting. Sunday morning and evening services shall be considered regular meetings of the church. Upon the written request of twenty percent (20%) of the voting members of the congregation, the Council of Elders shall be required to call a special meeting of the congregation according to the procedure described above.

**SECTION 4:** A majority of the voting members present shall be required to render final decisions in all regular business meetings. Each member having reached the age of 18 is entitled to vote in congregation business meetings.

**SECTION 5:** All business shall be conducted according to Robert's Rules of Order while paying specific attention to principles of Christian love and grace.

## **ARTICLE VII: DISSOLUTION**

All property of Patterson Park Church is irrevocably dedicated to religious and charitable purposes and upon the liquidation, dissolution or abandonment by the owner, will not inure to the benefit of any private person except a fund, foundation, or corporation organized and operated for religious or charitable purposes and which agree in general with the Statement of Faith as set forth in Article III.

## **ARTICLE VIII: COVENANT**

The covenant by which this church exists as a distinct body and which every member accepts is as follows:

Following Jesus Christ as our Savior and Lord, and accepting the Holy Scriptures as our rule of faith and practice, and recognizing the privilege and duty of uniting ourselves for Christian fellowship, the enjoyment of Christian ordinances, the public worship of God, and the advancement of His church on earth, we do now, in the sight of God and invoking His blessing, solemnly covenant and agree with each other to associate ourselves as a church of the Lord Jesus Christ, as warranted by the Word of God.

We agree to maintain the institutions of the Gospel, to submit ourselves to the orderly administration of the affairs of the church to personally participate in and financially support the ministries of the church, and to walk together in brotherly love.

And this we do depending on the aid of our heavenly Father, who so loved the world that He gave His only begotten Son for our salvation, and of Jesus Christ who has redeemed us with His blood, and of the Holy Spirit, our Comforter and Guide. Amen.

## **ARTICLE IX: AMENDMENTS**

**SECTION 1:** The Statement of Faith may not be altered or amended to weaken the Scriptural and evangelical standards.

**SECTION 2:** The constitution may be revised or amended by two-thirds of the membership present at any regular or special meeting of the congregation called for that purpose. Proposed changes must be provided to the congregation, along with notice of the vote on these changes, at least two weeks prior to the meeting at which the revision or amendments will be presented for approval. Written notice of the change must be given in the bulletin a minimum of two consecutive weeks prior to the meeting.

# **BYLAWS OF PATTERSON PARK CHURCH**

## **ARTICLE I: MEMBERSHIP**

### **SECTION 1: General**

Reception of new members, dismissal due to church discipline, or reinstatement to membership following disciplinary action shall be by a vote of the church upon the recommendation of the Council of Elders. The church may act upon these membership issues without prior notice at any regular or special worship or business meeting of the church.

### **SECTION 2: Reception of New Members**

Any person meeting the qualifications of Article IV of the Church Constitution may be received into the membership upon confession of faith, or restatement of faith, subsequent to a satisfactory interview with designated members of the Elders of the church. Mode of baptism shall not necessarily be a deterrent to membership provided the candidate was baptized as a believer. The Elders shall have the authority to make the final decision as to qualification for membership and will recommend the prospective member to the congregation for membership.

### **SECTION 3: Responsibility of Members**

Members are expected to wholeheartedly participate in, give to and support the ministries of the church. They are to joyfully support, encourage, edify, pray for, and fellowship with other members and regular attendees of the body. They will accept encouragement, teaching support, and discipline from other members of this body.

### **SECTION 4: Inactive Members**

Inactive members shall be defined as those who voluntarily absent themselves from the church services for a period of six months or more. Inactive members shall be notified, then removed from the membership roll. Inactive members may be reinstated by action of the Council of Elders upon the written request of the inactive member. Those who are absent because they are sick, in the Lord's service, in the Armed Forces, in school, or otherwise physically hindered from being in the regular church services shall not be classified as inactive.

## **SECTION 5: Associate Members**

Associate membership may be granted to those living in the area on a temporary basis. This will be a watch-care relationship to such persons who are of like faith and agree to our statement of faith and who submit to the requirements and discipline of regular membership detailed in this Article, Sections 1, 2, 3 and 6. Such persons must be members of churches of like faith to that of Patterson Park Church. Such membership entitles “associate members” to all the privileges of work and worship in the church, including the right to vote in congregational business meetings (excepting only the right to hold the offices of Elder or Deacon). Upon moving from the area, associate members shall be automatically removed from the membership roll. Upon request to the Council of Elders, associate membership may be changed to regular membership at any time, provided the person meets the requirements of Section 3 of this Article.

## **SECTION 6: Church Discipline**

- (A) **Grounds:** Grounds for discipline of any member include persistent unbiblical behavior or unbiblical belief.
- (B) **Goal:** The goal of church discipline is to restore the person being disciplined.
- (C) **Procedure:** The proper procedure for church discipline is described in Matthew 18:15-17 and Galatians 6:1. The individual will be notified in writing prior to the presentation of the problem to the entire congregation.
- (D) **Restoration:** Disciplined individuals may apply for restoration to the fellowship by meeting with the Elders and seeking such restoration. Sincere repentance must be evident at such a meeting.

## **ARTICLE II: GOVERNMENT**

### **SECTION 1: Officers - General**

- (A) The officers of the church shall be Elders and Deacons. Officers shall be appointed to office by a vote of the membership as provided in these bylaws.
- (B) The standing committees of the church shall be Deaconesses, Missions, Finance, Facilities Trustees, and Legal Trustees. Regular members of these committees shall be affirmed by a vote of the church according to the procedures in these bylaws (Article IV, Section 1, paragraph (B)).
- (C) The Council of Elders has the authority to create ad hoc committees and positions to which it may delegate any aspect of its responsibility. The Council of Elders may also dissolve any ad hoc committee or position which it created. The Council of Elders also has the authority to appoint members of the church to serve as members of such committees and to act as its agents in such positions.

- (D) Appointment: The Church shall appoint as its officers men who meet the qualifications of Elder and Deacon as described in Sections 3B and 4B below. To accomplish this task, the Council of Elders shall appoint a subcommittee to: (1) solicit members of the Church either to nominate candidates or to present themselves as candidates for office; and (2) formally examine those candidates and recommend to the Elders the names of candidates to serve as officers.

The Council of Elders will then act on the recommendations of the subcommittee and prepare a list of candidates recommended for service as officers at PPC. In no instance shall any individual be considered a nominee for office without the nominee's consent. This list of candidates will be presented to the congregation for affirmation vote.

The names of recommended officer candidates will be made available to the congregation at least eight weeks prior to a formal affirmation vote. Any question that a member might have regarding the qualifications of a man recommended should be brought to the attention of either the candidate himself or one of the Elders at least one week prior to the night of the affirmation vote. With regard to the affirmation vote, voting will be in accordance with a list of the candidates with members asked to vote by candidate either to affirm, deny, or abstain. The requirement for affirmation is that at least 90% of the votes cast to either affirm or deny must be to affirm.

- (E) Reaffirmation: Each year at the Annual Meeting (Constitution Article IV, Section 2) the service of all non-vocational Elders and all Deacons shall be reaffirmed by the church. The reaffirmation shall be accomplished as follows:

- (1) A list of all non-vocational Elders and all Deacons along with their assigned responsibilities will be posted publicly in the church and/or printed in church publications at least one month prior to the Annual Meeting;
- (2) Any church member with concerns regarding one or more of the officers on this list should address those concerns prior to the Annual Meeting according to the guidelines in Article I, Section 6 of these Bylaws, keeping in mind the scriptural mandate regarding bringing an accusation against an elder (1 Timothy 5:19);
- (3) Voice votes to reaffirm the entire list of Elders and the entire list of Deacons will be taken at the Annual Meeting.

- (F) Removal.

- (1) Resignation: An officer may resign his office at any time if he is no longer able to discharge the duties of the office.
- (2) Grievance: Where a grievance exists against an officer either due to the adherence to and propagation of beliefs contrary to the beliefs of the church as set forth in Article III of its Constitution or to alleged conduct on his part calling into question his qualifications to continue in office, such grievance may be brought before the Council of Elders by any two

active members of the church. If the Council of Elders, after thorough investigation and consideration, believes the grievance to be true and substantial, the officer may be removed from office upon the recommendation of the Council of Elders when supported by a closed ballot of a majority of church members present and voting at a duly called meeting of the members of the Church.

## **SECTION 2: Vocational Pastors**

- (A) **Definition:** Vocational Pastors of the church are men who, in response to God's call upon their lives, have devoted their vocational lives to the ministry of the Word and prayer in service to the Church. Vocational Pastors are typically, but not necessarily supported financially by the church in return for their labor. Vocational pastors may include a senior pastor (teaching Elder), associate or assistant pastors (Elders over various ministries), or other titles appropriate to their ministries, and will be assigned functions and duties as described in paragraph (G) of this section.
- (B) **Vocational Call by the Church:** The Council of Elders, or a committee appointed by the Elders, will be charged with making a recommendation to the congregation to call a vocational pastor. The new vocational pastor will be called by a vote of the congregation at a duly announced meeting (PPC Constitution, Article VI, Section 3). Seventy-five percent of the ballots cast must be affirmative in order to extend a call.
- (C) **Qualifications:** All vocational Pastors shall meet the qualifications of Elder as defined below. Those whose responsibilities are primarily preaching and teaching the Word shall automatically be appointed to the Council of Elders. Other vocational pastors, according to their desire, may also be appointed as Elders of the church as defined in Section 3 (B) below.
- (D) If at any time a vocational pastor's personal belief, practice, preaching or teaching is not in full accord with the Statement of Faith and Constitution of this church, his services as pastor shall be terminated. It is the responsibility of the Elders of the church to hold pastors accountable, and to take steps to terminate the services of a pastor, if necessary, according to established church policy. A pastor's tenure of office is for an indefinite period of time, but may be terminated for cause at any time by majority vote of the congregation at a meeting called in accordance with the Church Constitution. In the event a vocational pastor's services are terminated, the Council of Elders shall determine, with due consideration of the circumstances of the termination, what severance pay or other financial support, if any, shall be rendered.
- (E) A vocational pastor who resigns or retires shall give a minimum of thirty days notice before termination of his services unless a shorter or longer notice is negotiated with the Council of Elders.

- (F) Any vocational pastor who resigns, retires, or whose services are terminated shall withdraw himself from the congregation within thirty (30) days unless otherwise mutually agreed upon by the Council of Elders and that pastor.
- (G) Duties: Vocational pastors shall perform functional ministerial duties determined by the Council of Elders and approved by the congregation. The duties shall be documented in a functional position description at the time of his call to service. Substantial changes shall be approved by the church. Vocational pastors who are also appointed as Elders shall also assume all responsibilities and duties of Elders as defined below.

**SECTION 3: Council of Elders**

- (A) Composition: The Council of Elders shall be composed of at least seven men, both non-vocational Elders and vocational pastors, with the total number set by the Elders as determined by the needs of the church and the availability of qualified men to serve. There shall be a majority of non-vocational Elders appointed to the council. An Elder shall continue to serve as long as he remains qualified and willing to do so; however, terms of service may be defined for some specific responsibilities defined in paragraph D of this section.
- (B) Qualifications: Elders and candidates for the office of Elder shall meet the qualifications of Scripture, specifically 1 Timothy 3:1-7, Titus 1:6-9, and 1 Peter 5:1-4 as listed below. The Council of Elders shall provide the interpretation of Patterson Park Church for each characteristic.
  - (1) Male ..... I Timothy 3:1, 2; Titus 1:6
  - (2) Desire ..... I Timothy 3:1; I Peter 5:2
  - (3) Above Reproach ..... I Timothy 3:2
  - (4) The Husband of One Wife ..... I Timothy 3:2; Titus 1:6
  - (5) Temperate and Self-Controlled ..... I Timothy 3:2; Titus 1:8
  - (6) Sensible, Prudent, Reasonable ..... I Timothy 3:2
  - (7) Respectable, Honorable ..... I Timothy 3:2
  - (8) Hospitable ..... I Timothy 3:2; Titus 1:8
  - (9) Skilled in Teaching ..... I Timothy 3:2; Titus 1:9; Acts 20:28-31
  - (10) Not Addicted to Wine ..... I Timothy 3:3; Titus 1:7
  - (11) Not Pugnacious or Belligerent ..... I Timothy 3:3; Titus 1:7
  - (12) Gentle ..... I Timothy 3:3
  - (13) Peaceable ..... I Timothy 3:3; Titus 1:7
  - (14) Not a Lover of Money .. I Timothy 3:3; Titus 1:7; II Cor. 9:6-7; I Peter 5:2
  - (15) Leader of a Well-Ordered Household ..... I Timothy 3:4-5
  - (16) Children Who Believe ..... Titus 1:6

- (17) A Mature Believer, Not a New Convert ..... I Timothy 3:6
  - (18) A Good Reputation With Non-Believers ..... I Timothy 3:7
  - (19) Blameless ..... Titus 1:7
  - (20) Humility ..... Titus 1:7; I Peter 5:3
  - (21) Lover of Goodness ..... Titus 1:8
  - (22) Just or Upright ..... Titus 1:8
  - (23) Devout, Holy ..... Titus 1:8
- (C) Responsibilities: The primary responsibility of Elders is to provide oversight of the church and shepherd the flock of God (I Peter 5:1-2).
- (1) They shall be responsible for the stewardship of truth in the teaching of the church and for guarding against false doctrine (Acts 6:1-7; 20:26-32; I Timothy 3:2; 5:17).
  - (2) They shall be responsible for determining the spiritual direction of the church.
  - (3) They shall oversee the general administration and operation of the church including the establishment of policies and procedures.
  - (4) They shall oversee discipline issues.
  - (5) They shall interview prospective members as to their faith and Christian walk.
  - (6) They shall oversee the appointment and process of nominating potential officers of the church.
  - (7) They shall oversee and approve the hiring of all church staff.
  - (8) They shall oversee and appoint a search committee when pastoral staff is needed.
  - (9) They shall ensure that they are represented on all church committees either personally or through the Deacons.
- (D) Organization: The Council of Elders shall organize itself as it determines best to shepherd the flock and accomplish the mission of the church and shall review the way it is organized at least once each year to ensure the needs of the church are being addressed properly. The organizational structure may include establishing positions of oversight such as those responsible for specific ministries, operations and administration subcommittees, and others as deemed necessary. When such positions are established, the Council of Elders shall appoint Elders to fill those positions according to their gifts and to determine terms of service and rotation of members as necessary. Every Elder is expected to actively exercise his gifts by serving in a specific function or position of oversight as established by the Council of Elders.
- (E) Authority: The authority of the Council of Elders shall be collective. Elders' interaction with pastors or staff must recognize the lack of authority vested in any individual except when explicitly authorized by the Council. Elders' interaction

with the public, press, or other entities must recognize the same limitation and inability of any Elder to speak for the Council except to repeat explicitly stated Council decisions.

**SECTION 4: Deacons**

- (A) The Council of Elders shall ensure that all nominees for Deacon are men who meet the qualifications of Acts 6:1-6 and I Timothy 3:8-13, are members in good standing with the church, and are willing to serve. A Deacon shall continue to serve as long as he remains qualified and willing to do so; however, terms of service may be defined for some specific responsibilities defined in paragraph D of this section.
- (B) Qualifications: Deacons and candidates for the office of Deacon shall meet the qualifications of Scripture, specifically 1 Timothy 3:8-13 and Acts 6:1-3.
  - (1) Serious ..... 1 Timothy 3:8
  - (2) Not double-tongued ..... 1 Timothy 3:8
  - (3) Not addicted to much wine ..... 1 Timothy 3:8
  - (4) Not greedy for gain ..... 1 Timothy 3:8
  - (5) Pure conscience ..... 1 Timothy 3:9
  - (6) Tested ..... 1 Timothy 3:10
  - (7) Blameless ..... 1 Timothy 3:10
  - (8) Husband of one wife ..... 1 Timothy 3:12
  - (9) Ruling their children and own houses well ..... 1 Timothy 3:12
  - (10) Good reputation ..... Acts 6:3
  - (11) Full of the Holy Spirit and wisdom ..... Acts 6:3
- (C) Responsibilities: The New Testament words which refer to a Deacon simply mean servant and service. The role of a Deacon is one of serving. In that regard:
  - (1) The primary role of Deacons is to assist the Elders so that they can devote their time to the oversight and shepherding of the church (Acts 6:1-6).
  - (2) Deacons shall assist the Elders in the shepherding of the congregation. This may include leadership or caring responsibilities for a small group, a Sunday School class, or a group of individuals/families assigned by the Elders.
  - (3) They shall aid the Elders as called upon in the administration of the Lord’s Supper, baptism, worship services, prayer meetings, visiting the sick and sorrowing, visiting the membership, and participating in outreach ministries.
  - (4) They shall have charge of the Deacons’ Fund, to see that it is used to relieve the poor, needy, sick and distressed.

- (5) Deacons may be assigned the responsibility of representing the Elders on various committees of the church.

### **ARTICLE III: SUPPORT STAFF**

The support staff (that is, secretaries, treasurer, custodian, etc.) shall serve under the direction of vocational pastors as assigned by the Council of Elders. Support staff members shall be recruited and hired according to processes set by the Council of Elders. Such hiring shall not exceed the approved budget, unless a budget change is approved by the Elders and then confirmed by a vote of the congregation at a duly called meeting.

### **ARTICLE IV: COMMITTEES**

#### **SECTION 1: Committee Members – General**

- (A) It shall be the responsibility of the Council of Elders to determine the composition and size of each committee of the church. The Council of Elders shall have the authority to appoint Elders or Deacons to serve or lead committees as it deems best to execute the committees' assigned responsibilities.
- (B) Standing Committee members may be nominated by any member of the church. Appointment to the committee shall be affirmed by a vote of the members of the congregation at the Annual Meeting.
  - (1) The Council of Elders shall establish and oversee the nomination and appointment process for standing committee members.
  - (2) Any voting member of the congregation may recommend candidates for standing committee membership to the Council of Elders. Names of the recommended candidates must be submitted in writing to the Council of Elders at least four weeks prior to the Annual Meeting. At least two weeks before the Annual Meeting, the Elders shall present to the congregation a slate of eligible and willing candidates for each standing committee. Upon affirmation by the church membership, new committee members shall be installed and assume their responsibilities at the beginning of the new fiscal year.
- (C) For Standing Committees, terms of service shall be three years with approximately one-third of the committee members affirmed or reaffirmed annually. No committee member may serve more than two consecutive three-year terms. All committee members are expected to serve until their successors are installed.

- (D) For all other (ad hoc) committees, the Council of Elders shall determine the term of service if necessary. Under normal circumstances ad hoc committees will be formed to complete a defined, limited scope task, and the term of service will be the amount of time needed to complete that task, making formal terms of service unnecessary.
- (E) A committee member must be at least 20 years of age and a member in good standing of Patterson Park Church.
- (F) The Council of Elders shall oversee the appointment of the chairperson of each committee. The chairperson may be an Elder, a Deacon, or a member at large from the committee. Each committee shall elect all other officers and make rules for its own government consistent with the church constitution.
- (G) The Council of Elders shall fill vacant, unexpired terms of service that occur on various committees. Committees may recommend qualified church members to the Council of Elders for consideration for appointment to fill vacancies.
- (H) Each committee shall make reports of its activities to the Council of Elders and the congregation as needed, but at a minimum annually or at the completion of its task.
- (I) If a committee member is no longer fulfilling his/her appropriate responsibilities, he/she shall be removed by action of the Council of Elders. Committees may recommend such action to the Elders by a majority vote of committee members.

## **SECTION 2: Standing Committees**

- (A) The Facilities Trustee Committee shall:
  - (1) Coordinate with the Facility Manager to assess needs of all church property (buildings and grounds). Work with Facility Manager to develop plans and priorities for all necessary repairs and maintenance.
  - (2) Recruit volunteers to assist with facility and grounds upkeep projects. Lead volunteers teams in accomplishing identified projects.
  - (3) Coordinate with the Facility Manager to develop an input to the annual church budget for maintenance, improvements, and repairs that reflects the priorities of the committee.
- (B) The Finance Committee shall:
  - (1) Prepare the annual church budget and submit it to the Council of Elders at least one month prior to the church Annual Meeting.
  - (2) Oversee the receiving and dispensing of all church monies, make monthly reports to the Council of Elders, and make reports to the congregation at least annually, but as often as necessary.
  - (3) Have custody of all papers pertaining to the finances of the church.
  - (4) Arrange for the annual review of the church finances.
- (C) The Deaconess Committee

- (1) The Council of Elders shall ensure that all nominees for Deaconess are eligible, willing candidates and qualify according to the biblical standards outlined in Romans 16:1-2 and in I Timothy 3:11.
  - (2) They shall visit the sick, the distressed, and the disinterested among the women and children of the church.
  - (3) They shall prepare the Lord's Table and care for the Communion Service.
  - (4) They shall assist the women and children who are to be baptized.
  - (5) Upon request from the church staff, they shall assist as needed in the support of social functions of the church and the maintenance of orderliness and readiness of the kitchen area.
- (D) The Missions Committee shall:
- (1) Define and implement strategies and policies that affect the involvement of the church in missions.
  - (2) Promote an awareness of our missions involvement and a sense of being co-laborers with our missionaries.
  - (3) Promote missions education at the church.
  - (4) Establish and administer an annual budget for missions.
- (E) Legal Trustees
- (1) The Council of Elders shall appoint three or more legal trustees, as the need demands. Their names shall be filed in the County Clerk's office as the official trustees of Patterson Park Church.
  - (2) Legal trustees shall have an indefinite term of service. Termination of this position shall be effective immediately in event of removal from church membership (death, move from the community, change of church, etc.) or disciplinary action by the church. The Council of Elders shall appoint a replacement and notify the County Clerk's office of this change within two weeks of the removal from office.
  - (3) The legal trustees shall hold in trust the property of the church, sign such mortgages and notes as the church may require, see to the insurance of the church property and fulfill all the requirements of civil law respecting the church, subject always to the instructions of the church, to which they shall make annual report.

## **ARTICLE V: MEETINGS**

**SECTION 1:** The fiscal year of the church shall end on the thirty-first (31st) day of August. The Council of Elders shall determine the exact time and date of the Annual Meeting and duly announce it in accordance with Section 3 of this article.

**SECTION 2:** At the Annual Meeting, the church's annual financial report and proposed budget shall be approved. Also, such other business as may be necessary shall be transacted, including votes required for Elders, Deacons, and committee members.

**SECTION 3:** In addition to the announced agenda, any new business to be discussed at a specially called congregational meeting shall be submitted to the Council of Elders in writing, at least three days prior to that meeting.

## **ARTICLE VI: LICENSING AND ORDINATION**

### **SECTION 1: Licensing**

- (A) When a man from the membership of Patterson Park Church shows evidence of the call of God to the ministry of the Gospel and desires to exercise his spiritual gift in a vocational Christian ministry position he may request licensing by the Church.
- (B) He will be interviewed by the Council of Elders and any others that they may choose to invite.
- (C) Licensing is for an indefinite period of time but may be revoked at any time for sufficient cause by action of the Council of Elders.

### **SECTION 2: Ordination**

- (A) When in the judgment of the Council of Elders, a man in this membership is called to the Christian ministry, it shall be within the power of this council to call and conduct a council for ordination.
- (B) The ordaining council shall thoroughly examine the candidate for ordination as to his call to the Christian ministry, education, Christian experience, reputation and character, doctrinal belief, and demonstrated efficiency in Christian service.
- (C) The candidate shall have served a minimum of six months as Elder, pastor, assistant pastor, or in definite Christian work in such a manner as to convey reasonable evidence of the call of God to the ministry.
- (D) The candidate shall be a man who is above reproach as described in standards set forth for Elders in I Timothy 3, Titus 1, and 1 Peter 5.
- (E) It shall be within the province of the membership of Patterson Park Church to discipline, even to revoking the ordination credentials to any man ordained under this constitution, if the said man is found guilty of unbiblical behavior or unbiblical belief.

## **ARTICLE VII: AMENDMENTS**

The Bylaws may be revised or amended by two-thirds of the membership present at any regular or special meeting of the congregation called for that purpose. Proposed changes must be provided to the congregation at least two weeks prior to the meeting at which the proposed revision or amendments will be presented for approval. Written notice of the change must be given in the bulletin a minimum of two consecutive weeks prior to the meeting.