

ARTICLE I - NAME	1
ARTICLE II - PURPOSE.....	1
ARTICLE III - DOCTRINAL STATEMENT	1
ARTICLE IV - CO-OPERATION	2
ARTICLE V - MEMBERSHIP	2
SECTION 1 - CATEGORIES OF MEMBERSHIP	2
SECTION 2 - QUALIFICATION	2
SECTION 3 - RECEPTION.....	3
SECTION 4 - DISMISSAL	3
SECTION 5 - RESTORATION.....	3
SECTION 6 - MINISTRY/SERVICE	3
SECTION 7 - ASSOCIATE MEMBERSHIP	4
ARTICLE VI - OFFICERS AND THEIR DUTIES	4
SECTION 1 - SENIOR PASTOR.....	4
SECTION 2 - ADDITIONAL MINISTERIAL STAFF	4
SECTION 3 - DEACONS	5
SECTION 4 - DEACONESSES.....	6
SECTION 5 - TRUSTEES.....	6
SECTION 6 - BOARD OF MISSIONS.....	7
SECTION 7 - CHRISTIAN EDUCATION	8
SECTION 8 - CHURCH CLERK	8
SECTION 9 - TREASURER.....	8
SECTION 10 - ASSISTANT TREASURER	9
SECTION 11 - FINANCIAL SECRETARY	9
SECTION 12 - ASSISTANT FINANCIAL SECRETARY	9
SECTION 13 - SUNDAY BIBLE SCHOOL SUPERINTENDENT	9
SECTION 14 - SUNDAY BIBLE SCHOOL TREASURER.....	9
SECTION 15 - QUALIFICATIONS OF OFFICERS AND COMMITTEE APPOINTMENTS.....	9
ARTICLE VII - COMMITTEES.....	9
SECTION 1 - MUSIC COMMITTEE	9
SECTION 2 - NOMINATING COMMITTEE	10
SECTION 3 - BUDGET COMMITTEE.....	10
SECTION 4 - PASTORAL/MINISTERIAL SEARCH COMMITTEE	10
SECTION 5 - FLOWER COMMITTEE.....	11
SECTION 6 - MARTHA COMMITTEE	11
SECTION 7 - FAMILY MINISTRIES COMMITTEE.....	11
SECTION 8 - TEMPORARY COMMITTEES.....	11
SECTION 9 - STANDING COMMITTEES.....	11
ARTICLE VIII - MEETINGS	11
SECTION 1 - REGULAR SERVICES	11
SECTION 2 - BUSINESS MEETINGS	11
SECTION 3 - QUORUM	12
ARTICLE IX - MISCELLANEOUS	12
SECTION 1 - USE OF THE CHURCH BUILDING.....	12
SECTION 2 - FISCAL MATTERS.....	12
SECTION 3 - ALL BOARD AND COMMITTEE MEETING ATTENDANCE.....	13
SECTION 4 - AMENDMENTS.....	13
SECTION 5 - REVISIONS.....	13
CHURCH COVENANT	14

CONSTITUTION AND BY LAWS

ARTICLE I - NAME

The name of the corporation and of the church society, whose members constitute the corporation, shall be called "The First Baptist Church of Danville, Pennsylvania".

ARTICLE II - PURPOSE

The purpose for which this church shall exist shall be for the public worship of God and for the advancement of His Kingdom, through the preaching of the gospel, consistent Christian living by its members, personal evangelism, missionary endeavor, and Christian education, training and fellowship.

ARTICLE III - DOCTRINAL STATEMENT

Each and every member, in order to become or remain a member of this church shall subscribe to the following doctrinal statements:

1. We believe that the Bible, consisting of the 66 books of the Old and New Testaments, is the verbally inspired Word of God (II Tim. 3:16, II Peter 1:20,21) written by men divinely and uniquely inspired, and is therefore inerrant in the original writings (Matt. 5:18), and that it is the supreme and final authority for faith and daily conduct (II Tim. 3:17).
2. We believe in one God, eternally existing in three persons, Father, Son and Holy Spirit (Deut. 6:4, Isa. 45:5, Matt. 28:19,20, II Cor. 13:14), creator of heaven and earth (Gen. 1:1), perfect in holiness (Lev. 11:44), infinite in wisdom and measureless in power (Rom. 11:33). We rejoice that He concerns Himself mercifully in the affairs of men, that He hears prayer and that He graciously saves from sin and eternal death all who come to Him through Jesus Christ (Rom. 6:23).
3. We believe in Jesus Christ, God's only Begotten Son (John 3:16), pre-existent with the Father (John 8:58), conceived of the Holy Spirit (Luke 1:35), born of the Virgin Mary (Matt. 1:20-25), and sinless in His life (Heb. 4:15). We believe in His substitutionary and atoning death on the cross (Eph. 1:7, Col. 1:14), His bodily resurrection (Luke 24:39,40), His ascension into heaven (Acts 1:11), His high priestly intercession for His people (Rom. 8:34, Heb. 9:11-16), His personal visible (Acts 1:11), and pre-millennial return to the world according to His promise. (I Thess. 4:13-17, Rev. 20:1-6).
4. We believe in the Holy Spirit, that He is God (Acts 5:3,4, John 4:24); that He came forth from God to convince the world of sin, righteousness and judgment (John 16:7-12); that He guides into all truth, glorifying the Lord Jesus Christ (John 16:13,14); that He regenerates believers by making them children of God through the new birth (John 3:5, Rom. 8:16); that He joins them to the Body of Christ, the Church (I Cor. 12:3,13); that He seals believers and assures them of Heaven (Eph. 4:30, Rom. 8:16,17), and by His indwelling enables believers to live godly lives (Gal. 5:16,22-25).
5. We believe that man was created in the image of God by His direct act, without sin, and not from any previously existing form of life (Gen. 1:26-31, Heb. 11:3); that as a result of Satan's work, man sinned and incurred physical and spiritual death or separation from God (Gen. 3:1-24); and that without God's grace applied to ones life, every man and woman is destined to hell for eternity (Eph. 2:1-3, John 3:36, Rev. 20:10-15); and that all human beings are born with a sinful nature and become sinners in thought, word, and deed (Ps. 51:5, Rom. 1:18;3:10-23), but "God so loved the world that He gave His only begotten Son that who-so-ever believeth in Him should not perish but have everlasting life" (John 3:16).

6. We believe in the death, burial, and resurrection of Jesus Christ, according to the scriptures (I Cor. 15:1-5), and that He is our substitutionary sacrifice so that all who believe in Him are justified on the ground of His shed blood (I Cor. 15:22,45, Col. 1:13-14, Heb. 9:11-14). We believe that all who receive by faith the Lord Jesus Christ as personal Lord and Saviour are born again (John 3:5), and become children of God (John 1:12,13, Rom. 8:14-16), that they are saved by grace and not by works (Eph. 2:8,9), are called to a life of good works and personal holiness (Eph. 2:10, Gal. 5:16-26), and that all who are truly born again are kept by the power of God and are incapable of losing their salvation (John 6:37-44;20:30,31, I John 5:13). We believe that those who accept Christ as personal Lord and Saviour will rejoice forever in God's presence and those who refuse to accept Christ as Lord and Saviour will be forever separated from God (John 3:36).
7. We believe that Satan, or the Devil, is a person and the originator of sin (Gen. 3:1-5, Rev. 20:2, I Thess. 3:5), that he will be eternally punished (Rev. 20:10), and that he can only be resisted by believers protected by the power of God and the armor He provides (Eph. 6:10-17, I John 4:1-4).
8. We believe in the Church, a living spiritual body of which Christ is the head (Eph. 4:15), and of which all regenerated, born again believers are members (Rom. 12:4,5). We believe that a local church is a company of regenerated, baptized believers, voluntarily associated together for the purpose of worship, prayer, fellowship, and service (Acts 2:41,42). We believe that a local New Testament church is autonomous and responsible alone to Jesus Christ its Saviour (Acts 5:29). We believe that the glorious mission of the church is evangelization of the world and that this mission merits the complete consecration of the time, talent and money of every Christian (Acts 1:6-8).
9. We believe in the two ordinances of baptism (Matt. 28:19,20), and the Lord's supper (I Cor. 11:26). We believe that baptism, by immersion in water, is only for those who have accepted Jesus Christ as personal Lord and Saviour (Rom. 6:4, Acts 18:8). We believe that the Lord's Supper is a memorial of the Lord's death wherein the elements are bread and fruit of the vine (Luke 22:14-20, and that those who have been saved through faith in His atoning sacrifice and are walking in fellowship with Him ought to partake of it (I Cor. 11:23-32).
10. We believe that the local church is self governing in function (Acts 6:5;15:22), and must be free from interference by any ecclesiastical or political authority (Matt. 22:21). We further believe that every human being is directly responsible to God in matters of faith and life (Acts 5:29;17:28), and that each should be free to worship God according to the dictates of his/her conscience (John 4:23,24).

ARTICLE IV - CO-OPERATION

This church shall be an independent Baptist Church cooperating with the Conservative Baptist Association of America and its related organizations, both local and national, in so far as it does not conflict with the policy and doctrinal statement of this church. This church shall at no time come under the control, jurisdiction or domination of any other religious body, denomination or organization.

ARTICLE V - MEMBERSHIP

SECTION 1 - CATEGORIES OF MEMBERSHIP

Members of the First Baptist Church of Danville, Pennsylvania are either active, inactive, or associate members as defined below.

SECTION 2 - QUALIFICATION

Any candidate who has accepted Jesus Christ as his/her personal Saviour and Lord, has been baptized

(immersed) and who will subscribe to the doctrinal statement and covenant of this church shall be eligible for active or associate membership. Candidates may be required to attend membership instruction class.

SECTION 3 - RECEPTION

All qualified candidates for active or associate membership shall be publicly announced to the congregation in advance of being interviewed in order that a recommendation be made to the church. Recommended candidates shall be received into membership by a two-thirds vote of the members present and voting at a business meeting of the church. They shall receive the right-hand of fellowship at any worship service. Members coming from churches which hold a similar doctrine and covenant as this church may be received into membership by a letter of transfer from their previous church, provided they have been approved and recommended by the deacons and by a two-thirds vote of the members present and voting at a church business meeting.

SECTION 4 - DISMISSAL

Members may be dismissed as follows:

- (a) By Transfer - Members in good standing may, at their own request, have a church letter sent directly to any other church of like doctrine and practice with which they desire to unite.
- (b) By Request - a member no longer interested in retaining his/her membership.
- (c) By Erasure - Any active member who fails to attend worship services for six months and after attempts have been made by the Senior Pastor and/or deacons to encourage participation, except in the cast of extenuating circumstances, will be placed on the inactive list and will not be privileged to vote or hold office. Names continuing on the inactive list for a subsequent 6 months without any word from them will be automatically dropped from the church roll. Any member who joins another church automatically forfeits active or inactive membership in this church.
- (d) By Expulsion - Any member who, after a careful and prayerful investigation and after having an opportunity for a fair hearing by the Board of Deacons, if found guilty of willful, flagrant, continual, and unrepentant conduct contrary to Biblical standards for a Christian, shall be expelled from membership by a two-thirds vote of the members present at a regular or special business meeting (Matt. 18:15-18, I Cor. 5:9-13, II Cor. 6:14-16, Gal. 6:1, I Thess. 5:14, II Thess. 3:6,14,15).
- (e) All members shall be notified, in writing, of any action taken upon their membership status.

SECTION 5 - RESTORATION

Any former member may be restored to active or associate membership upon confession of his/her errors, giving satisfactory evidence of repentance and desire to live for the Lord and by a two-thirds vote of the members present and voting at a church business meeting.

SECTION 6 - MINISTRY/SERVICE

Any teacher or individual in a position of leadership in First Baptist ministries must be an active or associate member of First Baptist Church of Danville, PA. Exceptions to this policy require specific approval by the Senior Pastor and Deacon Board.

SECTION 7 - ASSOCIATE MEMBERSHIP

Any person who is temporarily living in the area, is a part-time resident, or is a full-time Christian worker from our church but serving at a distance and who otherwise qualifies under Sections 2 and 3 may be listed as an associate member. An associate member may maintain membership in the church of his primary residence. Associate members shall have all the rights and privileges of active membership except the right to vote or hold elected office.

ARTICLE VI - OFFICERS AND THEIR DUTIES

SECTION 1 - SENIOR PASTOR

- (a) The Senior Pastor shall be a believer in and a preacher of the fundamental doctrines of the Bible. He shall faithfully preach the Gospel of Jesus Christ. He shall supervise the administration of the ordinances and watch over the membership and preside at all the regular and special meetings of the church. The chairman of the Board of Deacons or his deacon designee shall preside in the absence of the Senior Pastor.
- (b) A Senior Pastor may be elected or dismissed at any regular or special business meeting by a three-fourths majority vote of the members present and voting, providing announcement of the meeting for that purpose has been made in the worship service on two previous Sundays and that no less than thirty percent of the active voting membership is present and voting at the business meeting.
- (c) The Senior Pastor shall be a member ex-officio of all boards and committees of the church and its auxiliary organizations.
- (d) The Senior Pastor may resign at any time by giving a three months notice, or a mutually acceptable shorter period, acted upon at a regular or special business meeting.
- (e) All policies, procedures and benefits as outlined in the "Staff Benefits/Policies Manual" are applicable to the Senior Pastor.
- (f) A written job description for the Senior Pastor shall be on file in the church office.

SECTION 2 - ADDITIONAL MINISTERIAL STAFF

- (a) Additional ministerial staff shall be chosen and called when the need for such has been determined by the Board of Deacons and approved by the church.
- (b) The establishment of a ministry description, developed by the ministerial search committee and approved by the Board of Deacons and the congregation, the search for and the presentation of a candidate to the church shall be the responsibility of the ministerial search committee.
- (c) The election or dismissal of ministerial staff members shall be the same as that of the Senior Pastor.
- (d) Specific duties and services on committees for the ministerial staff members will be designated by the Board of Deacons in coordination with the Senior Pastor.
- (e) All policies, procedures and benefits as outlined in the "Staff Benefits/Policies Annual" on file in the church office shall be applicable to the ministerial staff.

- (f) Written job descriptions for additional ministerial staff shall be on file in the church office.
- (g) The resignation of the services of ministerial staff shall be the same as that of the Senior Pastor.

SECTION 3 - DEACONS

- (a) There shall be one deacon for each thirty-five members, each elected to no more than two consecutive three-year terms. They shall be chosen as nearly as possible for their administrative ability and spiritual life as defined in the spiritual qualifications for deacons in I Timothy 3:8-12. As evenly as possible, one-third of the members of the Board of Deacons shall be elected annually.
- (b) At the expiration of two consecutive three-year terms, a deacon shall not be eligible for re-election until a period of one year as elapsed.
- (c) The board shall organize as soon as possible after each annual meeting to elect a chairman, vice-chairman, secretary, and treasurer. The board shall meet for business at least once a month. A majority of the members shall constitute a quorum for the transaction of business by this board.
- (d) It shall be the duty of the deacons to assist the Senior Pastor in promoting the spiritual welfare of the church, to exercise spiritual watch-care over the church membership, to visit the sick and distressed and, when necessary, to relieve their needs by appropriating from the Fellowship Fund. They shall assist in administering the ordinances of the church.
- (e) They shall see that at all services of the church all visitors are properly welcomed and that ushers are provided from the congregation.
- (f) It shall be the duty of the deacons, in the absence or illness of the Senior Pastor, or when the church is without a pastor, to see that all necessary arrangements are made for the regularly scheduled services and meetings of the church.
- (g) The deacons shall, in coordination with the pastoral staff, have oversight of the various ministries of First Baptist Church.
- (h) It shall be the duty of the deacons to see that all church related societies function consistently with the policy and program of the church as stated in the church Constitution and By-Laws.
- (i) They shall make recommendations with respect to the pastoral and ministerial staff salaries and vacations.
- (j) The secretary of the board shall keep a record of the board's proceedings and give a written report at the annual business meetings of the church. He shall prepare a report for the business meetings.
- (k) A membership committee consisting of at least two deacons, the church clerk and the Senior Pastor shall bi-annually review the membership roll as per Article V, Section 3 c.
- (l) Any member may bring an item of business before the Board of Deacons by contacting the chairman for an appointment to meet with the board.

- (m) The Board of Deacons shall at all times be subject to the control of the church and faithfully carry out the expressed wishes of the church.
- (n) Any vacancy of the Board of Deacons may be filled at the next business meeting of the church.

SECTION 4 - DEACONESSSES

- (a) There shall be a Board of Deaconesses consisting of one for each thirty-five active members elected for no more than two consecutive three-year terms. The deaconesses shall be women who have obtained a reputation of Christian grace and godliness. As evenly as possible, one-third of the Board of Deaconesses shall be elected annually.
- (b) Deaconesses shall not be eligible for re-election at the expiration of two consecutive three-year terms until a period of one year has elapsed.
- (c) The deaconesses shall annually elect one from among their members to serve as chairwoman.
- (d) It shall be the duty of the deaconesses to cooperate with the Senior Pastor and the deacon board in seeking to promote the spiritual welfare of the church, visiting the sick and welcoming visitors.
- (e) The deaconesses shall make the necessary preparation for the communion table and shall assist at the baptismal services.
- (f) The deaconesses shall at all times be subject to the control of the church and faithfully carry out the wishes of the church.
- (g) The deaconesses will appoint the members of the Flower Committee (Article VII, Section 2).
- (h) Any vacancy may be filled at the next business meeting of the church.

SECTION 5 - TRUSTEES

- (a) There shall be a Board of Trustees consisting of ten members elected for not more than two consecutive three-year terms. One-third of the board shall be women. As evenly as possible, one-third of the members of the Board of Trustees shall be elected annually. Trustees shall be chosen for being individuals of honest report, godly demeanor and with an interest in managing the church's business and properties for the glory of God.
- (b) At the expiration of two consecutive three-year terms, a trustee shall not be eligible for re-election until a period of one year has elapsed.
- (c) They shall meet and organize as soon as possible after the annual meeting and elect a chairman, vice-chairman and secretary.
- (d) The trustees shall have jurisdiction over all the real and personal property of the church. They shall receive, hold in trust and manage all real estate, bonds, mortgages, investments and other properties and also future legacies and gifts which may become the property of the church. A professional audit will be conducted periodically at the discretion of the Trustee Board.

- (e) They shall have oversight of all employees other than the Senior Pastor and ministerial staff, organist and choir director. They shall interview, hire, review and evaluate annually and, when necessary, dismiss employees within their charge.
- (f) They shall be the legal representatives of the church as required by law and shall transact business under the seal of "The First Baptist Church of Danville, Pennsylvania".
- (g) The Trustee Board shall at all times be subject to the control of the church and faithfully carry out the expressed wishes of the church.
- (h) The Board of Trustees shall not sell, mortgage or encumber any real estate or assets of the church unless or until:
 - 1) approval at a specially called church business meeting.
 - 2) the purpose of this special meeting is announced in the worship services on two previous Sundays.
 - 3) approval is noted by a three-fourths majority of at least thirty percent of the church's active membership present and voting.
- (i) The trustees shall review and make recommendations upon all requests for new capital expenditures beyond \$5,000.00. New capital expenditures involving more than \$5000.00 must be authorized by the church.
- (j) They shall be responsible for keeping the church buildings, parsonage and other buildings in good repair and adequately insured. They shall provide for capable custodians and shall prescribe their duties and oversee their work.
- (k) They shall make recommendations with respect to all staff salaries and vacations with the exception of the pastoral and ministerial staff. The secretary of the board shall keep a record of the board's proceedings and give a written report at the Annual Business Meetings of the church. He/she shall prepare a report for the business meetings.
- (l) A majority of the members shall constitute a quorum for the transaction of business. The board shall meet at least once each month. Any vacancy of the board may be filled at the next business meeting of the church.
- (m) Any member may bring an item of business before the Board of Trustees by contacting the chairperson for an appointment to meet with the board.

SECTION 6 - BOARD OF MISSIONS

- (a) There shall be a Board of Missions consisting of six members elected for not more than two consecutive three-year terms. As evenly as possible, one-third of the members of the Board of Missions should be elected annually.
- (b) At the expiration of two consecutive three-year terms, a board member shall not be eligible for re-election until a period of one year has elapsed. A Mission Board Treasurer shall be elected annually and shall be eligible for re-election.
- (c) The board shall organize as soon as possible after each annual meeting and elect a president, vice-president, and secretary.

- (d) One member of the Board of Deacons and one member of the Board of Trustees shall also serve on the Board of Missions but will not be eligible to be elected as officers of the board.
- (e) The missionary interests of the church shall be served by the Board of Missions. The responsibility of the board shall be to correlate all the missionary interests and activities of the church and to promote missionary education throughout all of the ministries of the First Baptist Church.

SECTION 7 - CHRISTIAN EDUCATION

- (a) There will be a Board of Christian Education consisting of three members elected for not more than two consecutive three-year terms. The leaders of our educational ministries shall be members of this board including, but not limited to, Sunday Bible School, AWANA, Children’s Church, Nursery, God’s Girls, VBS, etc. The Board shall meet as often as deemed necessary.
- (b) At the expiration of two consecutive three-year terms, a board member shall not be eligible for re-election until a period of one year has elapsed.
- (c) They shall meet and organize as soon as possible after the annual meeting to elect a chairperson, vice chairperson and secretary.
- (d) The Board of Christian Education shall oversee and coordinate policies and procedures for the educational ministries of the First Baptist Church.
- (e) The board shall appoint standing committees for terms of one year. The board will determine the size of the committees. The standing committees will include:

- | | |
|-----------------------|-------------------|
| Boys Group | Children's Church |
| Girls Group | Nursery |
| Vacation Bible School | |

Sunday Bible School Committee with the exception of the superintendent and treasurer who are elected. The appointment of the Sunday Bible School Committee members should be in consultation with the Sunday Bible School Superintendent.

SECTION 8 - CHURCH CLERK

The Church Clerk shall be elected annually and shall be eligible for re-election. He/she shall keep a careful record of the minutes of the business meetings of the church; keep records of its membership and baptisms; keep records of historical interest and value; issue letters of transfer and dismissal voted by the church; conduct its correspondence when authorized and perform such other duties as pertain to this office. The clerk shall be the custodian of the church seal. His/her books shall at all times be open to the Senior Pastor, Board of Deacons, and Board of Trustees.

SECTION 9 - TREASURER

A Treasurer shall be elected annually and shall be eligible for re-election. He/she shall oversee the disbursement of all monies of the General Fund and any other funds established by the church on order of the church or the Board of Trustees. He/she will be expected to attend the meetings of the Board of Trustees in order to keep them advised of the financial status of the church. He/she shall submit a report of the finances monthly and at the annual business meeting of the church. His/her books shall at all times be open to the Senior Pastor, Board of Trustees and the Auditing Committee.

SECTION 10 - ASSISTANT TREASURER

An Assistant Treasurer shall be elected annually and shall be eligible for re-election. It shall be the duty of the Assistant Treasurer to cooperate with the treasurer in carrying out the duties of that office.

SECTION 11 - FINANCIAL SECRETARY

A Financial Secretary shall be elected annually and will be eligible for re-election. It shall be the duty of the Financial Secretary, with the assistance of one other officer designated by the Board of Trustees and one other member of the church to count and receive all monies of the church. He/she shall deposit all monies into church-approved accounts at church-approved banks. It shall be the duty of the Financial Secretary to keep accurate records of all funds of the church, to keep a personal record for each person who gives through the envelope system, and to give a personal statement of the amount given by an individual upon his/her request. He/she shall give a report quarterly at the business meeting.

SECTION 12 - ASSISTANT FINANCIAL SECRETARY

An Assistant Financial Secretary shall be elected annually and shall be eligible for re-election. It shall be his/her duty to cooperate with the Financial Secretary in carrying out the duties of that office.

SECTION 13 - SUNDAY BIBLE SCHOOL SUPERINTENDENT

The Superintendent of the Sunday Bible School shall be elected annually and shall be eligible for re-election. He/she shall perform such duties as usually pertain to that office. He/she shall give a written report of the activities of the Sunday Bible School at the annual meeting. Additional committee members will be appointed by the Board of Christian Education. All department coordinators shall also be members of the Sunday Bible School Committee.

SECTION 14 - SUNDAY BIBLE SCHOOL TREASURER

The Treasurer for the Sunday Bible School shall be elected annually and shall be eligible for re-election. He/she shall distribute all funds contributed for the Sunday Bible School. He/she shall submit a current financial report at each of the Sunday Bible School meetings and at quarterly business meetings. The financial books shall be open at all times to the Senior Pastor, the Board of Trustees and the Auditing Committee. In the absence of a Sunday Bible School Treasurer, the Church Treasurer will fulfill the necessary fiscal responsibilities.

SECTION 15 - QUALIFICATIONS OF OFFICERS AND COMMITTEE APPOINTMENTS

Only members in good and regular standing are eligible for election to those Offices and Committee appointments prescribed in the Constitution and By-Laws, or to appointments by any Board to fill a vacancy on a Committee. No person shall at any time hold two of the Offices under Article VI.

Any officer who neglects his/her duties as outlined in the constitution for a period of three months without just cause will be dropped from said office. The Nominating Committee will propose members to be elected to fill a vacancy caused by removal, death, or resignation. The new member shall serve the remainder of the unexpired term. If the unexpired term to be filled is eighteen months or less, the officer shall be eligible for re-election to a subsequent term as specified above.

ARTICLE VII - COMMITTEES

SECTION 1 - MUSIC COMMITTEE

The Music Committee shall consist of representatives selected from the various music organizations of the church, the organist and the Choir Director, who will serve as chair of the committee. The committee will meet periodically as needed for strategic planning of the music ministry.

SECTION 2 - NOMINATING COMMITTEE

The Nominating Committee shall consist of one representative selected from each of the following: The Board of Deacons, the Board of Trustees, the Board of Deaconesses, the Board of Christian Education, the Youth Fellowship, the Board of Missions and one member at large appointed by the Senior Pastor. The Senior Pastor shall serve as chairman of the committee. The Committee will be organized within one month after the Annual Business Meeting of the church.

The Nominating Committee shall seek out qualified members to fill the vacancies that exist. They shall inform prospective nominees of the responsibilities, obligations and qualifications of the office.

The committee's report shall be posted in the form of a ballot by the second Sunday of December. Additional nominations may be presented in writing by any ten (10) members of the church to any member of the Nominating Committee by the first Sunday of January. No nominations shall be made from the floor at the annual meeting.

If for any reason a submitted nominee shall not qualify, the persons making the nomination shall be informed privately, so as to avoid embarrassment of the submitted nominee in a public meeting.

The Nominating Committee shall seek out qualified members to fill the vacancies that exist during the church year.

SECTION 3 - BUDGET COMMITTEE

Prior to December first of each year, the Budget Committee shall be organized. The membership shall consist of representatives from the following: the Board of Deacons, the Deaconesses, the Board of Trustees, the Board of Christian Education, the Board of Missions, the Youth Fellowship, the Financial Secretary, the Church Treasurer and the Assistant Church Treasurer and one member-at-large nominated by the Senior Pastor and approved by the congregation.

This committee shall be responsible for the preparation of the General Fund Budget, the Building Fund Budget, and the Mission Budget subject to the approval of the church. The proposed budget shall be posted by the second Sunday in January. Additional budget requests and/or revisions may be presented in writing within ten (10) days by any ten (10) members of the church to any member of the Budget Committee, for the committee's consideration.

SECTION 4 - PASTORAL/MINISTERIAL SEARCH COMMITTEE

In the event of a vacancy in the pastoral or ministerial staff or when an additional pastoral or ministerial staff person is deemed necessary by the church, (Article VI, Section 2), this committee will be formed. The Pastoral/Ministerial Search Committee shall consist of representatives from the following: the Board of Deacons, the Board of Deaconesses, the Board of Trustees, the Board of Missions, the Board of Christian Education, the Youth Fellowship and one member elected from the church-at-large. The Church Clerk shall also be a member of the committee. Whenever possible, the chairman of the Board of Deacons will be chairman of the committee. The committee shall remain as originally organized until its purpose is completed unless the congregation desires to vote by simple majority to reorganize the committee or select a new committee if needed.

The committee will develop a job description for the position to be presented to the church for approval. This committee shall investigate the merits of every person under consideration with regard to his/her personal character, education, ministerial record, and abilities in determining his/her fitness for the pastoral or ministerial staff. When a suitable individual is found, the committee shall recommend the individual to the church. No Senior Pastor or ministerial staff shall be elected without the

recommendation of the Pastoral/Ministerial Search Committee. Only one candidate shall be presented to the church at one time.

SECTION 5 - FLOWER COMMITTEE

There shall be a Flower Committee of no less than five (5) members who shall be responsible for the coordination of floral arrangements in the church throughout the year and of floral remembrances to families on special occasions.

Committee members shall be appointed annually by the Board of Deaconesses. When possible, two members shall be retained from the previous year.

The committee shall select, from among their members, a chairperson who shall be responsible for coordinating the committee's work.

SECTION 6 - MARTHA COMMITTEE

The Martha Committee shall consist of one member of each adult Sunday Bible School class. The members may be volunteers or be appointed by the class officers of each class and one member from the Board of Deaconesses. The function of the Martha Committee will be to, if requested by the family, organize, prepare and serve funeral meals.

SECTION 7 - FAMILY MINISTRIES COMMITTEE

The Family Ministries Committee shall consist of one member of each adult Sunday Bible School class. The members may be volunteers or be appointed by the class officers of each class. The function of the Family Ministries Committee will be to plan all family activities and fellowship opportunities as indicated by the Senior Pastor and/or the Board of Deacons.

SECTION 8 - TEMPORARY COMMITTEES

When necessary, temporary committees may be appointed by the Senior Pastor with the consent of the church to investigate, make recommendations, and administer activities as directed by the church.

SECTION 9 - STANDING COMMITTEES

The church shall establish other Standing Committees as it may see fit so as to more effectively accomplish its tasks.

ARTICLE VIII - MEETINGS

SECTION 1 - REGULAR SERVICES

- (a) Morning and evening worship services shall be held each Lord's Day. There shall also be one midweek service.
- (b) The ordinances of the Lord's Table shall be observed on the first Sunday of each month and at any other time at the discretion of the Board of Deacons and the Senior Pastor.
- (c) This schedule may be adjusted at the discretion of the Deacon Board with the congregation being notified in advance.

SECTION 2 - BUSINESS MEETINGS

- (a) The Annual Corporate Business Meeting shall be held on the last Wednesday in January unless changed by a vote of the church. Each ministry officer, board, and committee of the church shall submit a written report to the church at this meeting. Notice of this meeting shall be given from the pulpit on two previous Sundays.

- (b) Quarterly business meetings of the church shall be held in January, coinciding with the Annual Business Meeting, and on the last Wednesday of April, July, and October. The Deacon Board may change the dates of Church Business Meetings, giving two weeks notice to the congregation.
- (c) Special meetings for the reception and dismissal of members may be called at any time by the Senior Pastor or the Board of Deacons without previous notice.
- (d) Special meetings may be called at the request in writing of ten (10) active members, provided the call and purpose of the meeting has been read from the pulpit at the regular morning worship service on two Sundays preceding the date of the special meeting.
- (e) No member under sixteen (16) years of age shall be qualified to vote at church business meetings.
- (f) Business decorum and parliamentary procedure, when not governed by the Constitution and By-Laws, shall generally be determined by Robert's Rules of Order.
- (g) All elections shall be by ballot. The favorable vote of the majority of the members present and voting shall determine an election. In the event this does not occur, there shall be a run off election between the two candidates with the most votes.

SECTION 3 - QUORUM

Thirty active members present and voting will constitute a quorum at any business meeting except for the transaction of such items as specified in the Constitution and By-Laws that require a larger number. Active membership for voting purposes shall exclude Inactive Members, those physically incapacitated, and those outside a fifty mile radius from Danville, PA.

ARTICLE IX - MISCELLANEOUS

SECTION 1 - USE OF THE CHURCH BUILDING

- (a) No person or group of persons may use the church buildings or properties without first obtaining permission from the Board of Trustees.
- (b) No merchandise may be sold solely for personal or church profit on the church property. Resource material of an educational or edificational nature for the church MAY be sold on church property with the approval of the Deacon Board.

SECTION 2 - FISCAL MATTERS

- (a) No church-wide special offering shall be taken or any financial efforts organized without the recommendation or approval of the Board of Deacons.
- (b) The fiscal year of the church shall begin January 1 and end December 31 of each year.
- (c) Dissolution: No part of the net earnings of the corporation shall ever inure to the benefit of any donor, member, director, or officer of the corporation or shall any private individual be entitled to share in the distribution of any of the corporation's assets. In event that the corporation, namely First Baptist Church of Danville, Pennsylvania, is ever dissolved, any assets must be distributed to one or more organizations of like doctrine and faith, recognized by the Internal Revenue Service as one organized exclusively for religious purposes.

SECTION 3 - ALL BOARD AND COMMITTEE MEETING ATTENDANCE

Attendance at all board and committee meetings shall, ordinarily, be limited to their members and invited guests.

SECTION 4 - AMENDMENTS

This Constitution and By-Laws may be altered or amended by a vote of two-thirds (2/3) present and voting at an annual or special business meeting, provided that notice of the proposed alteration or amendment shall have been given at the worship services two Sundays previous to the said meeting.

SECTION 5 - REVISIONS

The revision of this Constitution and By-Laws shall take effect and be enforced on and after January 30, 2011. All sections and articles of any previous Constitution or By-Laws are hereby repealed.

CHURCH COVENANT

Having been led, as we believe, by the Spirit of God, to receive the Lord Jesus Christ as our Saviour, and on the profession of our faith, having been baptized in the name of the Father, and of the Son, and of the Holy Spirit, we do now in the presence of God and this assembly, most solemnly and joyfully enter into the covenant with one another, as one body in Christ:

"We covenant together, that as strangers and pilgrims we will abstain from fleshly lusts that war against the soul, (I Peter 2:11)

That we will be steadfast, unmovable, always abounding in the work of the Lord; (I Corinthians 15:58)

That we will not love the world, neither the things that are in the world; (I John 2:15)

That we will not sin against our body as it is the temple of the Holy Spirit who is in us, but rather glorify God in our body because we have been bought with a price; (I Corinthians 6:19,20)

That we will study to show ourselves approved unto God, workmen that needeth not to be ashamed, rightly dividing the Word of Truth; (II Timothy 2:15)

That we will walk circumspectly; not as fools, but as wise, redeeming the time, because the days are evil; (Ephesians 5:14,15)

That we will attend the services of the church, not forsaking the assembling of ourselves, as the manner of some is; (Hebrews 10:25)

That we, in a financial way, will give; not grudgingly, not of necessity; for God loveth a cheerful giver (II Corinthians 9:7), recognizing the tithe (10%) of our income as a scriptural recommendation; (Matthew 23:23)

That we might be doers of the Word, and not hearers only; (James 1:22)

That we will confess our faults one to another and pray for one another; (James 5:15)

That we will bring our children up in the nurture and admonition of the Lord; (Ephesians 6:14)

That we will put on therefore, as the elect of God, a heart of mercy, kindness, humbleness of mind, meekness, long suffering, forbearing one another, and forgiving one another; (Colossians 3:2,12)

That we will forget those things which are behind and reaching forth to those things which are before, we will press toward the mark for the prize of the high calling of God in Christ Jesus." (Philippians 3:14)