

Preface
to
WAUKESHA BIBLE CHURCH
Constitution including Doctrinal Statement

OUR CORE VALUES

Waukesha Bible Church is a Christ-Exalting, Word-Centered,
Global-Impacting, Grace-Based Fellowship.

OUR MISSION

We are determined to shout the supremacy of God in all things (Rom. 11:36) by finding, celebrating and declaring He is enough in this life and the life to come (Phil. 2:9-11; Rev. 4-5) through the systematic study of His Word (2 Tim. 2:15) and to share this message with every tribe, tongue, people and nation (Matt. 28:18-20; Rev. 5:9).

PURPOSE OF A CONSTITUTION

The purpose of a Constitution is to provide the organization and its members:

1. A means to govern themselves.
2. Information regarding the way the organization functions.
3. Guidelines by which the organization operates.
4. A structure inside of which all church matters are managed.

PURPOSE OF A DOCTRINAL STATEMENT

The purpose of a Doctrinal Statement is to put in writing the basic elements of Biblical truth. Since the times of the New Testament, those who believe its special revelation have intentionally articulated the ideas of Scripture in precise words. The intent is never to add to Scripture, but to be exact and precise. It is also to make available to the inquirer what a voluntarily assembled group of like-minded people believe in common.

WAUKESHA BIBLE CHURCH
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PREAMBLE

We, the members of the Waukesha Bible Church, do ordain and establish the following Articles, to which we voluntarily submit ourselves:

NAME

This organization shall be known as the Waukesha Bible Church.

**ARTICLE I
DOCTRINAL STATEMENT**

We believe and teach the following Scriptural Doctrines

- A. **The Holy Scriptures** — We believe the Holy Scriptures of the Old and New Testaments to be the verbally inspired Word of God,¹ without error in the original writings,² infallible when properly handled,³ and the final authority for faith and life.⁴ (1) John 16:12-13 • (2) Matt. 5:18 • (3) 2 Pet. 1:20-21 • (4) 2 Tim. 3:15-17
- B. **The Godhead** — We believe in one Triune God, eternally existing in three persons — Father, Son, and Holy Spirit — co-eternal in being, co-identical in nature, co-equal in power and glory, and having the same attributes and perfections. (Deut. 6:4; 2 Cor. 13:14)
- C. **The Person and Work of Christ**
1. We believe that the Lord Jesus Christ, the eternal Son of God, became man, without ceasing to be God,¹ having been conceived by the Holy Spirit and born of the Virgin Mary,² in order that He might reveal God and redeem sinful men.³ (1) John 1:1-2, 14 • (2) Luke 1:34-35 • (3) Matt. 1:21; Gal. 4:4-5
 2. We believe that the Lord Jesus Christ accomplished our redemption through His death on the cross as a representative and substitutionary sacrifice;¹ and that our justification² is made sure by His literal, physical resurrection from the dead.³ (1) Matt. 1:21; Gal. 4:4-5 • (2) Rom. 3:24-25 • (3) 1 Pet. 1:3-5
 3. We believe that the Lord Jesus Christ ascended to heaven,¹ and is now exalted at the right hand of God,² where, as our High Priest, He fulfills the ministry of Representative, Intercessor, and Advocate.³ (1) Acts 1:9-10 • (2) Col. 3:1 • (3) Heb. 2:17-18; 4:14-16; 7:25; Rom. 8:34; 1 John 2:1-2
- D. **The Person and Work of the Holy Spirit**
1. We believe that the Holy Spirit is a person who convicts the world of sin, of righteousness, and of judgment;¹ and, that He is the Supernatural Agent in regeneration,² baptizing all New Testament believers into the body of Christ,³ indwelling,⁴ filling,⁵ sealing,⁶ and illuminating⁷ them unto the day of redemption. (1) John 16:8-11 • (2) Titus 3:5 • (3) 1 Cor. 12:13; Gal. 3:27 • (4) 1 Cor. 3:16 • (5) Eph. 5:18 • (6) Eph. 1:13 • (7) 1 John 2:27
 2. We believe that He fully and continuously abides within all true believers beginning at the time of salvation. (Eph. 1:13-14)
 3. We believe the Triune God is faithful to sustain His people and complete in them His will. (Phil. 1:6; 1 Thess. 5:23-24)
- E. **The Total Depravity of Man** — We believe that man was created in the image and likeness of God,¹ but that in Adam's sin humanity fell, inherited a sinful nature, and became alienated from God;² and, that man is totally depraved, and of himself, utterly unable to remedy his lost condition.³ (1) Gen. 1:26-27 • (2) Rom. 5:12; Eph. 2:11-18 • (3) Rom. 3:10-18; Eph. 2:1-3
- F. **Salvation**
1. We believe that salvation (justification, sanctification, and glorification) is the gift of God brought to man by grace and received by personal faith in the Lord Jesus Christ, whose precious blood was shed on Calvary for the forgiveness of our sins. (Eph. 2:8-10; John 1:12; Eph. 1:7; 1 Pet. 1:18-19)
 2. We believe that all the redeemed, once saved, are eternally secure, kept by God's power and are thus secure in Christ forever. (John 6:37-40, 10:27-30; Rom. 8:1, 38-39; 1 Cor. 1:7-8; 1 Pet. 1:4-5)

3. The Two Natures of the Believer — We believe that every saved person possesses two natures, with provision made for victory of the new nature over the old nature through the power of the indwelling Holy Spirit; and, that all claims to the eradication of the old nature leading to sinless perfection in this life are unscriptural.¹ The believer is to place no confidence in their flesh for the outworking of their sanctification.²
(1) Rom. 6:13, 8:12-13; Gal. 5:16-25; Eph. 4:22-24; Col. 3:10; 1 Pet. 1:14-16; 1 John 3:5-9 • (2) Rom. 7:18; Gal. 3:3

G. Missions

1. We believe that it is the privilege of the saved to witness by life and by word to the truths of Holy Scripture, and to seek to proclaim the Gospel to all mankind. (Mark 16:15, Acts 1:8)
2. We believe New Testament Missions has as its objective the evangelization and discipleship of individuals, and the establishment and continuance of independent, indigenous, local churches. (Matt. 28:18-20; Acts 14:27, 20:17, 28:31; 1 Tim. 3:1-13; Titus 1:5-11)

H. **The Ministry and Spiritual Gifts** — We believe that God is sovereign in the bestowment of all His gifts; and, that the gifts of evangelist, pastor, and teacher are sufficient for the perfecting of the saints today; and, that speaking in tongues and the working of sign miracles gradually ceased as the New Testament Scriptures were completed and their authority became established. (1 Cor. 12:4-11; 2 Cor. 12:12; Eph. 4:7-13)

I. The Church

1. We believe that the Church, which is the body and the espoused bride of Christ, is a spiritual organism made up of all born-again persons of this present age. (1 Cor. 12:12-14; 2 Cor. 11:2; Eph. 1:22-23, 5:25-27)
2. We believe that Christ gave the church two ordinances for the believer, the practice of believer's baptism and the regular celebration of the Lord's Table, neither of which has any merit for salvation.
 - a. We believe that Christian Baptism is the immersion in water of a believer: in the name of the Father, the Son, and the Holy Spirit; to show forth in a solemn and beautiful emblem our faith in the crucified, buried, and risen Savior, with its effect in our death to sin and resurrection to new life in Christ. (Matt. 28:18-20; Acts 8:38; Rom. 6:1-7)
 - b. We believe that the Lord's Supper is the commemoration of the death of the Lord Jesus Christ. We should continue to remember Him in this way until He comes. (1 Cor. 11:23-26)
3. We believe that all the saved should live in such a manner individually and corporately so as not to bring reproach upon their Savior and Lord. (Rom. 12:1-2; Gal. 5:16-26; Eph. 4:1; 1 John 2:15-17)
4. We believe that the Scriptures interpreted in their natural, literal sense reveal a divinely determined distinction between Old Testament Israel¹ and the New Testament Church.² We believe God has an end time purpose for the nation of Israel wherein He will fulfill His promises to the nation.³ (1) Rom. 11:26 • (2) 1 Cor. 12:13 • (3) Zech. 14

J. **The Personality of Satan** — We believe that Satan is a person, the first to fall; that he is the open and declared enemy of God and man; that he was defeated at Christ's death and resurrection and, that he shall be eternally punished in the Lake of Fire. (Job 1:6-7; Isa. 14:12-17; Col. 2:15; Heb. 2:14; Rev. 20:10)

K. **The Second Advent of Christ** — We believe that "Blessed Hope," the personal, imminent, pre-tribulation, pre-millennial, coming of the Lord Jesus Christ for the New Testament Church; and in His subsequent return to earth, with His saints, to establish His Millennial Kingdom. (Zech. 14:4-11; 1 Thess. 1:10; 4:13-18; 5:9; Rev. 3:10; 19:11-16; 20:1-6)

L. **The Eternal State**

1. We believe in the bodily resurrection of all men, the saved to eternal life and the unsaved to judgment and everlasting punishment. (Matt. 25:46; John 5:28-29, 11:25-26; Rev. 20:5-6, 12-13)
2. We believe that the souls of the redeemed are, at death, absent from the body and present with the Lord, where in conscious bliss they await the first resurrection, when spirit, soul, and body are reunited to be glorified forever with the Lord. (2 Cor. 5:8; 1 Thess. 4:16-17; Rev. 20:4-6)
3. We believe that the souls of unbelievers remain, after death, in conscious misery until the second resurrection, when with soul and body reunited they shall appear at the Great White Throne Judgment, and shall be cast into the Lake of Fire, not to be annihilated, but to suffer everlasting conscious punishment. (Matt. 25:41-46; Mark 9:43-48; Luke 16:19-31; 2 Thess. 1:7-9; Jude 6-7; Rev. 20:11-15)

ARTICLE II MEMBERSHIP

Section A. Becoming A Member

Persons desiring to unite in membership with this church shall attend a membership class and submit a completed Membership Application. Two Elders of the church are to interview applicants to determine the basis of their salvation and to hear their testimony. The two Elders report to the Elder Council and those applicants approved by the Elder Council will be granted membership at the time of Elder Council approval. New members are to be presented to the congregation.

1. Applicants for membership must agree to accept the Doctrinal Statement in the Constitution of this church. As a fellowship, we understand that good people of like faith may differ in how they interpret Scriptures on certain doctrinal points concerning the old and new natures of the believer, sign gifts, and the timing of the rapture. Our intent is not to exclude but rather include people of like faith. We welcome into our fellowship those who might have a slightly different view on these issues as long as they agree to accept that the official position of Waukesha Bible Church is found in the Doctrinal Statement of Article I in this Constitution. Differing views on these issues are permissible but should not be promoted so as to divide the unity of the body.
2. Elders, Deacons, Pastors and Program Staff will fully subscribe to the Waukesha Bible Church Doctrinal Statement (Article I of this Constitution) and will agree to support the Constitution (Articles II-VI of this Constitution). They will indicate approval annually, in writing.

Section B. Non-Voting Members

Inactive and Associate Members will be accorded non-voting status. They are not counted towards quorums and they may not hold office as an Elder or Deacon in this church. Full membership privileges can be gained or restored when they submit a written request to the Elder Council and the Council confirms that they are Active Members who no longer are in one of these four groups.

1. Inactive Members
 - a. Members who reside out of the local area such as missionaries on a foreign field or armed service personnel.
 - b. Members who reside locally but rarely attend yet want to retain their membership in this church.
2. Associate Members
 - a. Members between 13 (minimum age for membership) and 18 years of age.
 - b. Those who wish to retain a primary membership in another church but wish to have an informal relationship with Waukesha Bible Church.

Section C. Reinstatement of Membership

Previous members in good standing may request reinstatement by submitting a completed Membership Application to any member of the Elder Council. An Elder shall contact the applicant to verify their intent and determine if they once again qualify for membership. Membership will be reinstated as of the date the Elder Council approves the applicant.

Section D. Member Responsibilities

Members are encouraged to:

1. Grow in the knowledge of grace through the various teaching ministries of this church.
2. Respond to God's leading in finding their place of service.
3. Follow those moral precepts laid down in the Scriptures and maintain a positive Christian testimony.
4. Financially support the ministries of this local church and its outreach, through grace giving. (1 Cor. 16:1-2; 2 Cor. 8:1-15; 2 Cor. 9:6-8)

Section E. Withdrawal or Removal

1. Any member upon written request to the Elder Council may have their name removed from the Church Membership Roll.
2. A member will be removed from the Church Membership Roll when the Elder Council substantiates that the person has joined another church; or when efforts fail to locate the person.
3. The names of deceased members shall be removed from the Church Membership Roll.
4. At least once each year, the Elder Council shall make certain the Church Membership Roll is reviewed. Members who have attended services inconsistently for six consecutive months will be contacted by the Elders regarding the intent of their membership. If the member wants to retain their membership but cannot or will not attend regularly the Elder Council has two options. The Council can withdraw the person's membership or the Council can place them on Inactive Member status (Non-Voting). The Elder Council shall notify the person by regular mail of any change in membership status.
5. In accordance with the discipline procedures, the Elder Council shall interview persons whose membership is in question for any of the following reasons:
 - a. Belief in and/or propagation of false and heretical doctrines.
 - b. A life inconsistent with a Christian testimony.
 - c. No longer accepts the Waukesha Bible Church Doctrinal Statement.

Section F. Discipline of Members

Discipline of church members shall be exercised according to the principle of Christian love, as outlined in Galatians 6:1, with the goal in all cases to be restoration.

1. Personal grievances between members shall be reconciled according to the Scriptural rule in Matthew 18:15-17.
2. Cases not settled by the rule in Matthew 18:15-17, or cases which are not personal grievances between members, shall be handled by the Elder Council who will review the case to verify compliance with Scriptural guidelines, and as appropriate in the spirit of Christian love take disciplinary action.
3. When efforts fail to locate or result in no contact with the member being disciplined, the Elder Council shall remove the person's name from the Church Membership Roll.
4. If the Elder Council determines that the issue needs to be taken to the membership, a Congregational Meeting restricted to the Membership is to be scheduled. The member being disciplined shall be advised by Registered mail of the date, time, and place. Failure of the member to appear without sufficient reason will result in automatic removal from the Church Membership Roll. Failure to reconcile will result in disassociation with this church.

ARTICLE III CHURCH ORGANIZATION

Section A. Introduction

Waukesha Bible Church acknowledges the Lord Jesus as the Head of the Church, the Bible as the Word of God and the infallible guide for the church, and the Holy Spirit as its teacher. Under these guiding principles, this church shall be self-governing, not under the direction or jurisdiction of any other ecclesiastical body or federation.

This church shall be led by an Elder Council which will provide spiritual leadership and direction for the church as well as oversee all ministry of the church. The Church Membership shall have and provide input to church matters as described within this Constitution.

Section B. Elder Council

The Membership of Waukesha Bible Church grants governing authority over spiritual and material matters to the Elder Council, subject to the provisions in this Constitution. While retaining oversight responsibility, the Council may delegate authority and/or responsibility for any purpose.

1. Members of the Elder Council

There shall be a minimum of twelve Council Elders, including the Senior Pastor, who will collectively form the Elder Council of this Church. This minimum shall not be maintained by compromising any of the following Elder qualifications.

2. Qualifications of Elders

Elders must be born again men who demonstrate the qualities found in 1 Timothy 3:1-7 and Titus 1:6-9. They are to be wise and godly men in their home and in the church. They must through their character and competence as tested men, have gained the confidence of those with whom they deal, both inside and outside the Body. They must have been members of this church for at least two years and have served in a Ministry Area within this church prior to becoming an Elder. Also, see Article II, Section A-2.

3. Responsibilities of the Elder Council

The Elder Council shall be responsible for the spiritual growth and care of the congregation. They shall also be responsible for oversight and coordination of Ministry Areas.

a. Shepherding Functions

- 1) Involvement in the spiritual care of the congregation.
- 2) Involvement in teaching and discipleship.
- 3) Visitation and pastoral care in conjunction with the pastoral staff.

b. Oversight Functions

- 1) Seek out areas that need assistance and encourage the formation of new ministries.
- 2) Maintain contact and communication with the leadership in each Ministry Area.
- 3) Set, review, and administer policies which deal with spiritual matters.
- 4) Approve policies and review Handbooks that are maintained within Ministry Areas.
- 5) Long range planning.
- 6) Coordinate financial planning.
- 7) Ensure that administration of plans and policies are in accordance with church and ministry needs, directions, and priorities.
- 8) Prepare an Annual Report which is to include progress reports from each ministry.
- 9) Maintain a Handbook of policies and procedures relevant to the Elder Council.
- 10) Oversee the ordination process and recommend candidates for ordination to the Church Membership.

4. Selection Process and Term of Office

When Elders are to be selected, the Elder Council shall inform the Membership that recommendations for candidates will be welcomed. The Council shall review the candidates to determine their qualifications. Those

Elder-Candidates approved by at least 75% of all the Elders on the Council shall be presented as Elder-Candidates to the Membership at least one month prior to a Congregational Meeting. During that period, any member who knows any reason why a candidate does not meet the Scriptural qualifications for an Elder should present their objection to the Elder Council. At the Congregational Meeting, the Membership shall vote to affirm the candidates as Elders.

The term for Elders shall be three years. The term shall begin and end at the appropriate annual congregational meeting. Unexpired terms may be filled or Elders may be added at any time during the year. A man may serve an unlimited number of terms but must go through the selection process and be affirmed by the Membership for each three year term. The Senior Pastor is a permanent member of the Council.

5. Leadership of the Elder Council

The Elder Council shall elect a Chairman, Vice-chairman, and Clerk from within the Council each year at the first Council meeting following the Annual Congregational Meeting. The Senior Pastor may not hold any of these positions. The Chairman of the Elder Council shall lead Council and Congregational Meetings, and in his absence, the Vice-Chairman or Clerk shall preside in that order. The Clerk or his designee shall record Council and Congregational Meetings, maintain the Membership Roll, and be the custodian of the church records. Terms for Chairman, Vice-Chairman, and Clerk shall be one year. To qualify for the position of Chairman, an Elder must have served on the Council for at least one full year. An Elder may not serve as Chairman for more than four consecutive years, nor may an Elder serve as Vice-Chairman for more than four consecutive years.

6. Meetings of the Elder Council

The Council shall meet on a regular basis, with the intention to meet not less than once per month. A quorum of nine Elders, or 51% of all the Elders on the Council, whichever is greater, is required to transact business. Elders will strive to achieve unanimity in decision making, but may decide an issue with a minimum of a 75% affirmative vote of the Elders present, except where otherwise noted in this Constitution. A Council Elder is expected to be in regular attendance at Council meetings.

7. Discipline of Elders

Elders are to be above reproach (1 Tim. 3:2). While this requirement does not mean sinless perfection, it does mean being free of character marring behavior and attitudes that would damage his testimony and credibility as a spiritual leader. An accusation of such a sin against an Elder is to be handled according, and to the extent of 1 Timothy 5:19-22, on the basis of two or more witnesses, and in light of the total teaching of Scripture regarding church discipline. If the accusation is found to be true, and the Elder is without genuine repentance, then per Scripture he is to be rebuked before the congregation. The goal in all cases is to be restoration. However, the Council and the Membership will determine if, or when, the man may continue to serve as an Elder in this Church.

Section C. Non-Council Elders

Non-Council Elders are to meet the same qualifications as Council Elders and are to be selected in like manner. They shall serve three-year terms with no limits to consecutive terms. Assistant Pastors automatically become Non-Council Elders after serving one year in full-time ministry at this church. There shall be an unlimited number of Non-Council Elders.

Non-Council Elders will not have a vote on the Elder Council but will assist and advise the Elder Council in shepherding, oversight responsibility, church organization and issues. Non-Council Elders can be assigned special projects by the Elder Council.

Non-Council Elders, except for Assistant Pastors and Program Staff, can become Council Elders with the vote of the Elder Council. Non-Council Elders must be willing to attend at least 50% of Elder Council meetings. If unable or unwilling to attend a minimum of 50% of Council meetings the Non-Council Elder will not be considered for renewal of his three year term. Assistant Pastors need not meet the 50% attendance requirement as they attend Elder Council meetings at the discretion of the Senior Pastor or the Elder Council.

Section D. Deacons

Deacons are responsible to the Elder Council and have the special ministry of assisting people in need. For those who have temporal and material needs, the Deacons are to oversee the collection and distribution of monies and goods for this purpose, and are to ensure the just and fair distribution of these gifts. Deacons will maintain a Handbook of policies and procedures relative to their ministries.

1. Deacon Members

There shall be an unlimited number of Deacons.

2. Qualifications

Deacons must be born again men who demonstrate qualities found in 1 Timothy 3:8-12. They must have been a member of this church for at least one year and have served in a Ministry Area within this church before being eligible for this position. Also, see Article II, Section A-2.

3. Selection Process and Term of Office

The selection process for Deacons is exactly the same as it is for Elders (except for the length of each term). See Article III, Section B-4 of this Constitution for the selection procedure. A Deacon's term shall be two years. The term will begin and end as determined appropriate by the Elder Council. Unexpired terms may be filled or additional Deacons may be added at any time following this selection process. A Deacon may serve an unlimited number of terms.

Section E. Ministry Areas

The Elder Council shall organize the work of this church into broad Ministry Areas. Examples of Ministry Areas might be Adult Ministries, Music Ministries, Outreach/Assimilation/Discipleship, Children's Ministries (Grades 0-6), Plant Operations, and others. The Adult Ministry Area could for example include Men's Ministries, Women's Ministries, Adult Bible Fellowships, Pastoral Care, etc. Outreach/Assimilation/ Discipleship might include Missions, Tracts, Small Groups, Home Bible Studies, etc. New ministries may be initiated by individuals or Elders, subject to the approval of the Elder Council.

The leadership in each Ministry Area shall have at least one Elder contact to provide oversight and encouragement and to be a liaison to the Elder Council. Ministry leader qualifications and the procedures and policies used in a Ministry Area will be documented in Ministry Handbooks that are to be maintained by the leadership of the ministries.

Church finances and church property shall be the responsibility of two separate ministries. The Council shall appoint a male member of the church as Treasurer and other persons to lead the specific ministries that deal with finances or property. The Council shall also approve any person who will deal with church finances. The recording and reporting of gifts (as long as the Internal Revenue Service allows deductions for gifts to this organization) shall be the responsibility of one appointed man; this information will not be available to any person except the giver and the Internal Revenue Service if required.

Section F. Officers

To provide corporate representation as required by the State, the Elder Council positions of Chairman, Vice-Chairman, and Clerk, along with the appointed Treasurer shall be named Officers of this church.

Section G. Congregational Responsibilities

The Membership of Waukesha Bible Church grants governing authority to the Elder Council. The Voting Membership is however, responsible to receive and act upon the recommendations of the Elder Council in the following matters:

1. Calling or dismissing the Senior Pastor or an Assistant Pastor.
2. Affirming Elders.
3. Affirming Deacons.

4. Approving budgets for each budget year and major financial expenditures or commitments to be made outside the budget.
5. Approving the purchase, sale, mortgage, or transfer of real-estate property.
6. Approving or revoking ordination credentials.
7. Approving revisions to this Constitution.
8. Acting on other business as may be requested by the Elder Council.
9. Dissolving this church.

Section H. Congregational Meetings

Congregational Meetings will be held with the Membership.

1. Meetings and Agenda

Except where otherwise noted in this Constitution, a meeting and its agenda, including issues to be voted on, must be announced during at least two regularly scheduled services; one of the announcements must be made at least 14 days in advance of the meeting.

- a. There shall be a minimum of one Congregational Meeting per year at a time and date to be determined by the Elders. This shall be known as the Annual Meeting. The purpose of this meeting is to:
 - 1) Provide an Annual Report which is to include reports from the ministries and minutes from the prior Annual Meeting.
 - 2) Present new Elders and Deacons for affirmation.
 - 3) Present a Financial Report.
 - 4) Present an annual budget for the next budget year for approval.
 - 5) Transact other scheduled business.
- b. Special Congregational Meetings may be called by the Elder Council or by request of 10% of the Voting Members. This request must be presented to the Elder Council in writing with the reason for the meeting clearly stated and the names of the members making the request.

2. Attendance

All members are encouraged to attend Congregational Meetings. Except where otherwise noted in this Constitution, meetings will be open to non-members, though only Active (Voting) Members may participate in discussion.

3. Rules of Order

Meetings with the Membership are to be governed by parliamentary rules as contained in the latest edition of *Roberts Rules of Order*. If specific procedures in this Constitution conflict with *Roberts Rules of Order*, then this Constitution will take precedence.

4. Quorums and Voting

A quorum of 20% of the Voting Members must be present to hold these meetings except where otherwise noted in this Constitution. Votes may be cast by absentee ballot; all such ballots must be signed and verified as from voting members by the Church Clerk prior to the start of the meeting. Voting Members will be required to register their attendance at Congregational Meetings. Signed absentee ballots received prior to a meeting shall constitute registration. To pass a motion, at least 75% of the total votes cast (excluding abstentions) must be in favor of the motion, except where otherwise noted in this Constitution. Voting shall be by secret ballot when calling the Senior Pastor or Assistant Pastors, affirming Elders and Deacons, or when requested and approved by a simple majority of the voting members present — this approval shall be indicated by raised hand.

Section I. Conflict of Interest

The Senior Pastor, Assistant Pastors, Program Staff, Elders and Deacons may not be the personal representative of the estate of a member of this church which would benefit this church or themselves without advanced notification to, and approval of the Elder Council. Immediate family estates are exempt from this restriction.

Section J. Revisions to Constitution

The Elder Council may recommend to the Membership changes to this Constitution. The documented changes must be provided to the Voting Members in person or by First Class mail at least two weeks prior to the Congregational Meeting held to vote on these changes. The official notice of the Congregational Meeting shall be provided to the Voting Members in person or by First Class mail with an absentee ballot enclosed. This must occur at least two weeks prior to the Congregational Meeting held to vote on these proposed changes. The same procedures for approving any other motion during a Congregational Meeting are to be used, with the exception that a quorum of 51% of the Voting Members must either be present or represented by their absentee ballot.

ARTICLE IV SENIOR PASTOR

Section A. Calling

The Elder Council shall form a Search Committee of not less than five past or present Elders, for the purpose of searching out and interviewing suitable candidates for the position of Senior Pastor. No member of the Pastoral or Program Staff may serve on this committee. The committee shall interview the wife of the candidate to assure that she is in accord with his ministry. Senior Pastors if not ordained must be ordainable, as per Waukesha Bible Church Policy.

The Search Committee shall submit a recommendation on the pastoral candidate to the Elder Council. The Council shall then also interview the candidate. Upon unanimous approval of all the Elders on the Council, the Council shall submit their recommendation to the Church Membership.

The pastoral candidate shall be afforded an opportunity to preach at church services, as the Search Committee may direct, subject to Elder Council approval.

A Congregational Meeting to vote on extending a call to a pastoral candidate to become Senior Pastor shall be scheduled by the Elder Council. Notice of such meeting must be provided to the Voting Members in person or by First Class mail with an absentee ballot enclosed, at least two weeks prior to the meeting. A quorum of 51% of the Voting Members must either be present or represented by their absentee ballot. This vote shall be by secret ballot. At least 75% of the total votes cast must be in favor of extending a call to a candidate.

Section B. Membership

Upon the candidate's acceptance of the Membership's Call, he and his wife become church members. For record purposes, completed Membership Application forms must be presented to the Elder Council. Any other family members desiring church membership shall follow the procedure outlined in this Constitution.

Section C. Duties

The Senior Pastor, together with the Elder Council, shall have the responsibility of overseeing the spiritual life, all church services, and the ministration of the Ordinances of the Church. The Senior Pastor shall conscientiously perform all duties, as may be determined by the Elder Council.

The Senior Pastor, by virtue of his office, shall be a permanent member of the Elder Council, and an ex-officio member of all committees and Ministry Areas. Also, see Article II, Section A-2.

The duties of Assistant Pastors and Program Staff shall be designated by the Senior Pastor, with the Elder Council's approval.

Section D. Term of Office

The Senior Pastor shall serve for an unlimited term, unless other arrangements are made at the time the pastoral call is given and accepted.

Section E. Termination

The relationship between the Senior Pastor and the church may be dissolved by the resignation of the Pastor or by a Membership vote. A Congregational meeting with a quorum of 51% of the Voting Members, including absentee ballots, to vote on the Pastor's termination (excluding resignation) must be called by the Elder Council. Notice of such meeting must be provided to the Voting Members in person or by First Class mail with an absentee ballot enclosed, at least two weeks prior to the meeting. Voting shall be by secret ballot; a simple majority of the total votes cast, not counting abstentions, shall be required for dismissal. The Pastor shall give, and be given, a minimum of thirty days notice of intended date of termination of service. In the event the Membership votes that the Pastor's services be terminated abruptly, he may receive one month termination salary, from the date of termination, subject to Elder Council approval.

ARTICLE V ASSISTANT PASTORS AND PROGRAM STAFF

Section A. Calling Assistant Pastors

An Assistant Pastor may be designated by the Elder Council, e.g., Assistant Pastor for Youth, Assistant Pastor for Adult Ministries, Assistant Pastor for Outreach and Missions, or any similar title. These may be full or part time positions.

The Elder Council or a committee formed by the Elder Council shall interview all candidates for the position of Assistant Pastor. The wife of the candidate shall also be interviewed to assure that she is in accord with his ministry. Assistant Pastors must be ordainable as per Church Policy. Upon unanimous approval of all the Elders on the Council, the Council shall submit their recommendation to the Church Membership.

A Congregational Meeting to vote on extending a call to a candidate to become an Assistant Pastor shall be scheduled by the Elder Council. Notice of such meeting must be provided to the voting members in person or by First Class mail with an absentee ballot enclosed, at least two weeks prior to the meeting. A quorum of 51% of the Voting Members must either be present or represented by their absentee ballot. This vote shall be by secret ballot. At least 75% of the total votes cast must be in favor of extending a call to a candidate.

Section B. Program Staff

These positions may be designated as: Director of Children's Ministries, Director of Outreach, or any other appropriate title except Pastor. These may be full or part time positions.

The Elder Council or a committee formed by the Elder Council shall interview all candidates for a position as Program Staff. The spouse of the candidate shall also be interviewed to assure that there is agreement with the candidate's possible employment. Upon unanimous approval of all the Elders on the Council, the Council shall offer a position to the candidate.

Section C. Membership

1. Assistant Pastors

Upon the candidate's acceptance of the Membership's Call, he and his wife become church members. For record purposes, completed Membership Application forms must be presented to the Elder Council. Any other family members desiring church membership shall follow the procedure outlined in this Constitution.

2. Program Staff

Program Staff and their families who are not already members shall go through the regular process of becoming church members.

Section D. Duties

Assistant Pastors and Program Staff are administratively responsible to the Senior Pastor. Specific duties shall be assigned by the Senior Pastor as outlined in job descriptions, but not confined thereto. The Senior Pastor may appoint Assistant Pastors and Program Staff to serve in one or more Ministry Areas, subject to the approval of the Elder Council.

At the discretion of the Senior Pastor or the Elder Council, Assistant Pastors and Program Staff may attend meetings of the Elder Council. Assistant Pastors and Program Staff see Article II, Section A-2.

Assistant Pastors and Program Staff are not eligible to hold the office of Council Elder or Deacon in this church. Assistant Pastors shall be permanent Non-Council Elders after one year of service in this church. Program Staff who are Scripturally qualified may become Non-Council Elders but would need to go through the regular selection process including affirmation by the Membership.

Section E. Term of Office

The term for Assistant Pastors and Program Staff shall be determined by the Elder Council at the time of calling or employment. Extensions of the term will be at the discretion of the Elder Council.

Section F. Termination

1. Assistant Pastors

The relationship between an Assistant Pastor and the church may be dissolved by the expiration of his term, resignation of the Assistant Pastor, or by a Membership vote. A Congregational meeting with a quorum of 51% of the Voting Members, including absentee ballots, to vote on the Assistant Pastor's termination (excluding expiration of term or resignation) must be called by the Elder Council. Notice of such meeting must be provided to the Voting Members in person or by First Class mail with an absentee ballot enclosed, at least two weeks prior to the meeting. Voting shall be by secret ballot; a simple majority of the total votes cast, not counting abstentions, shall be required for dismissal. The Assistant Pastor shall give, and be given, a minimum of thirty days notice of intended date of termination of service. In the event the Membership votes that the Assistant Pastor's services be terminated abruptly, he may receive one month's termination salary, from the date of termination, subject to Elder Council approval.

2. Program Staff

The relationship between Program Staff and the church may be dissolved by the expiration of the staff member's term, resignation, or dismissal by the Elder Council. The Program Staff member shall give, and be given, a minimum of thirty days notice of intended date of termination of service. In the event the Elder Council votes that the Program Staff's services be terminated abruptly, he/she may receive one month's termination salary, from the date of termination, subject to Elder council approval.

ARTICLE VI DISSOLUTION

To dissolve this church, a quorum of 51% of the Voting Members must either be present or represented by their absentee ballot. No part of the net earnings of the corporation shall ever inure to the benefit of any donor, director, or officer of the corporation, nor shall any private individual be entitled to share in the distribution of any of the corporation assets. Upon dissolution, any assets of the corporation must be distributed in this order of preference: (1) Christian organizations which have a Doctrinal Statement that is compatible with this church. (2) One or more charitable or educational organizations. Any chosen organization must be recognized by the Internal Revenue Service for charitable, religious or educational purposes. Preference should be given to organizations affiliated with this church in the past.