

**STATE COLLEGE
EVANGELICAL FREE
CHURCH**

**CONSTITUTION AND
BYLAWS**

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CONSTITUTION

PREAMBLE

We, the members of State College Evangelical Free Church, a congregation of the Evangelical Free Church of America, do hereby commit and voluntarily submit ourselves to the following articles.

ARTICLE I "NAME"

The name of this corporation shall be State College Evangelical Free Church. Hereafter this corporation may be referred to as the "Corporation", the "Church" or "State College Evangelical Free Church".

ARTICLE II "PURPOSE"

God calls us to glorify Him by growing a life-changing community of fully devoted Christ-followers in the Centre Region and beyond.

As such, State College Evangelical Free Church of State College, Pennsylvania is incorporated as a non-profit religious organization. for the following objectives and purposes:

- To ENCOURAGE worship of God,
- To EVANGELIZE the lost,
- To ENFOLD new Christians into the body of Christ,
- To EDIFY each believer, and
- To EFFECT Godly change in our community.

— We ENCOURAGE worship because the worship of God is the ultimate purpose of every believer, and we seek to turn every aspect of our lives into fitting worship.

— We desire to EVANGELIZE the lost because we want to share with all mankind the life-changing Good News of salvation in Jesus Christ.

— It is our intent to ENFOLD new believers into local fellowship; that is, we want to help new Christians find their place in the Body of Christ.

— We expect the ministry of the local church to EDIFY the believer, primarily through training in the Word of God, but also through the fellowship, caring, sharing and encouragement of other Christians.

— Finally, we expect our presence to EFFECT change in our community by (1) our Godly example and (2) our work to raise the moral standards of both the individuals and institutions around us.

ARTICLE III "STATEMENT OF FAITH"

God

1. We believe in one God, Creator of all things, holy, infinitely perfect, and eternally existing in a loving unity of three equally divine Persons: the Father, the Son and the Holy Spirit. Having limitless knowledge and sovereign power, God has graciously purposed from

eternity to redeem a people for Himself and to make all things new for His own glory.

The Bible

2. We believe that God has spoken in the Scriptures, both Old and New Testaments, through the words of human authors. As the verbally inspired Word of God, the Bible is without error in the original writings, the complete revelation of His will for salvation, and the ultimate authority by which every realm of human knowledge and endeavor should be judged. Therefore, it is to be believed in all that it teaches, obeyed in all that it requires, and trusted in all that it promises.

The Human Condition

3. We believe that God created Adam and Eve in His image, but they sinned when tempted by Satan. In union with Adam, human beings are sinners by nature and by choice, alienated from God, and under His wrath. Only through God's saving work in Jesus Christ can we be rescued, reconciled and renewed.

Jesus Christ

4. We believe that Jesus Christ is God incarnate, fully God and fully man, one Person in two natures. Jesus-Israel's promised Messiah-was conceived through the Holy Spirit and born of the virgin Mary. He lived a sinless life, was crucified under Pontius Pilate, arose bodily from the dead, ascended into heaven and sits at the right hand of God the Father as our High Priest and Advocate.

The Work of Christ

5. We believe that Jesus Christ, as our representative and substitute, shed His blood on the cross as the perfect, all-sufficient sacrifice for our sins. His atoning death and victorious resurrection constitute the only ground for salvation.

The Holy Spirit

6. We believe that the Holy Spirit, in all that He does, glorifies the Lord Jesus Christ. He convicts the world of its guilt. He regenerates sinners, and in Him they are baptized into union with Christ and adopted as heirs in the family of God. He also indwells, illuminates, guides, equips and empowers believers for Christ-like living and service.

The Church

7. We believe that the true church comprises all who have been justified by God's grace through faith alone in Christ alone. They are united by the Holy Spirit in the body of Christ, of which He is the Head. The true church is manifest in local churches, whose membership should be composed only of believers. The Lord Jesus mandated two ordinances, baptism and the Lord's Supper, which visibly and tangibly express the gospel. Though they are not the means of salvation, when celebrated by the church in genuine faith, these ordinances confirm and nourish the believer.

Christian Living

8. We believe that God's justifying grace must not be separated from His sanctifying power and purpose. God commands us to love Him supremely and others sacrificially, and to live

out our faith with care for one another, compassion toward the poor and justice for the oppressed. With God's Word, the Spirit's power, and fervent prayer in Christ's name, we are to combat the spiritual forces of evil. In obedience to Christ's commission, we are to make disciples among all people, always bearing witness to the gospel in word and deed.

Christ's Return

9. We believe in the personal, bodily and premillennial return of our Lord Jesus Christ. The coming of Christ, at a time known only to God, demands constant expectancy and, as our blessed hope, motivates the believer to godly living, sacrificial service and energetic mission.

Response and Eternal Destiny

10. We believe that God commands everyone everywhere to believe the gospel by turning to Him in repentance and receiving the Lord Jesus Christ. We believe that God will raise the dead bodily and judge the world, assigning the unbeliever to condemnation and eternal conscious punishment and the believer to eternal blessedness and joy with the Lord in the new heaven and the new earth, to the praise of His glorious grace. Amen.

1. — We believe the Scriptures, both Old and New Testaments, to be the inspired Word of God, without error in the original writings, the complete revelation of His will for the salvation of men and the Divine and final Authority for Christian faith and life.

2. — We believe in one God, Creator of all things, infinitely perfect and eternally existing in three persons, Father, Son, and Holy Spirit.

3. — We believe that Jesus Christ is true God and true man, having been conceived of the Holy Ghost and born of the Virgin Mary. He died on the cross a sacrifice for our sins according to the Scriptures. Further, He arose bodily from the dead, ascended into heaven, where at the right hand of the Majesty on High, He is now our High Priest and Advocate.

4. — We believe that the ministry of the Holy Spirit is to glorify the Lord Jesus Christ, and during this age to convict men, regenerate the believing sinner, indwell, guide, instruct and empower the believer for godly living and service.

5. — We believe that man was created in the image of God but fell into sin and is therefore lost, and only through regeneration by the Holy Spirit can salvation and spiritual life be obtained.

6. — We believe that the shed blood of Jesus Christ and His resurrection provide the only ground for justification and salvation for all who believe, and only such as receive Jesus Christ are born of the Holy Spirit, and thus become children of God.

7. — We believe that water baptism and the Lord's Supper are ordinances to be observed by the Church during the present age. They are, however, not to be regarded as means of salvation.

8. — We believe that the true Church is composed of all such persons who through saving faith in Jesus Christ have been regenerated by the Holy Spirit and are united together in the body of Christ, of which He is the Head.

9. — We believe that only those who are thus members of the true Church shall be eligible for membership in the local church.

10. — We believe that Jesus Christ is the Lord and Head of the Church, and that every local church has the right under Christ to decide and govern its local affairs.

11. — We believe in the personal, physical and imminent return of our Lord Jesus Christ and that this "Blessed Hope" has a vital bearing on the personal life and service of the believer.

12. — We believe in the bodily resurrection of the dead; of the believer to everlasting blessedness and joy with the Lord, of the unbeliever to judgment and everlasting conscious punishment.

ARTICLE IV "AFFILIATION AND AUTHORITY"

State College Evangelical Free Church has voluntarily chosen to affiliate itself with the Evangelical Free Church of America and the local District Association of that denomination. Although this affiliation involves an ongoing commitment to the ministries and activities of the Evangelical Free Church of America, State College Evangelical Free Church remains a totally autonomous and self-governing body. Through the chosen officers and leaders of State College Evangelical Free Church, the final authority for all decisions affecting the assets and activities of State College Evangelical Free Church rests with the active membership of the congregation.

ARTICLE V "MEMBERSHIP"

Any individual who confesses a personal faith in the Lord Jesus Christ, who subscribes to the "Statement of Faith" in Article III, who manifests the fruit of a true Christian life, and who is willing to support the church by their prayers, contributions, service, and attendance, and agrees to adhere to the Constitution, By-laws, and policies of this church is eligible for membership as outlined in the Bylaws.

ARTICLE VI "CHURCH GOVERNMENT"

- A. The active membership of State College Evangelical Free Church shall govern congregationally by: (1) approving/amending the Constitution and Bylaws; (2) having representation on the Nominating Committee; (3) electing/removing the Church leaders; (4) calling/dismissing the Senior Pastor; (5) approving the Annual Budget; (6) approving the purchase and/or sale of real property; and (7) approving the creation of/abolishing of Pastoral Staff positions.
- B. The active membership shall confer all other responsibility and authority, except as

specified otherwise in the Constitution and Bylaws, upon the Elders ~~and Deacons~~ as the Church leaders.

ARTICLE VII "PROPERTY"

- A. This corporation shall have the power to receive, purchase, hold and dispose of real, personal or mixed property as authorized by the laws of the Commonwealth of Pennsylvania and the Bylaws of this corporation.
- B. In the event of a division within the corporation, the name and all property shall be retained by those members adhering to this Constitution.
- C. In the event of a dissolution of the corporation (the corporation shall be considered dissolved if so decided by a ballot vote of 75% of the active members), the title to all property, real, personal and mixed, shall be first offered to the local District Association of the Evangelical Free Church of America. If declined by the local District Association, the title to all property shall then be offered to another Christian non-profit organization which publicly professes beliefs wholly in accordance with those contained in Article III, "Statement of Faith".

ARTICLE VIII "AMENDMENTS"

- A. Any proposed amendment(s) to the Articles of this Constitution must be approved by the active membership at the annual business meeting. To be presented at that meeting, the proposed amendment must either have been submitted in writing to the Elders and approved, or if not approved by the Elders submitted as a petition which has been signed by not less than 50% of the active membership. The proposed amendment(s) must have been presented in writing and discussed at a business meeting held not less than one month prior to the annual business meeting. The inclusion of a proposed amendment to the Constitution on the meeting's agenda must have been publicly announced at the morning church services on the three previous consecutive Sundays.
- B. The proposed amendment(s) shall be mailed to each active member at least two (2) weeks prior to the annual business meeting.
- C. A quorum of sixty-seven per cent (67%) of the active membership must be present at the annual business meeting to amend the Constitution. Not less than three-fourths (75%) of the ballots cast must approve any proposed amendment(s).

BYLAWS

ARTICLE I "MEMBERSHIP"

- A. Admission.
 - 1. Any person meeting the qualifications listed in Article V of the Constitution is eligible to

apply for membership. An applicant, after notifying an elder of the desire for membership and indicating the desired membership status, must attend membership classes as specified by the Elder Board and must have a personal interview with the Elder Board.

2. If the Elder Board approves the applicant for membership, the name of the applicant will be posted in the Church for a period of two weeks for input from the congregation. If anyone brings to the Elder Board any reason why the applicant should not be accepted into membership, the Elder Board must reconsider the applicant's request. Otherwise, the applicant will be considered a member at the end of the two week posting period.
3. Membership may be denied to any individual who does not meet the qualifications specified in Article V of the Constitution or in Article I of these Bylaws.

B. Status.

1. **ACTIVE MEMBER.** Anyone who has satisfied the requirements for admission and who is not younger than 18 years of age may request active membership. Active members are members who have committed themselves to State College Evangelical Free Church as their home church, and who commit themselves to supporting State College Evangelical Free Church through their prayers, contributions, gifts, and service, and attendance. Active members are eligible to vote and to hold offices within the church except as outlined elsewhere in the Constitution/Bylaws.
2. **ASSOCIATE MEMBER.** Anyone who has satisfied the requirements for admission and (1) who is younger than 18 years of age OR (2) who maintains an affiliation with another church as home church or who does not expect to be committed to State College Evangelical Free Church to the degree required for active membership, may choose to be an associate member. An associate member may not vote nor hold any elected office as specified in these Bylaws. An associate member may elect to transfer to active membership, if currently meeting the requirements for active membership, by notifying the Elder Board in writing of the desire to change status, giving the reasons for the requested change. If the Elder Board approves, the status shall be changed.

C. Nature of Membership.

1. **MUTUAL CONSENT.** Membership is entered into by mutual consent of the individual and the congregation and Church leaders.
2. **LEGAL ACTIONS.** Based upon Paul's teaching in I Corinthians 6:1-8, we, the members of State College Evangelical Free Church, agree not to pursue legal action against or sue fellow members. If legal disagreements arise between members, the Elder Board shall appoint a committee to arbitrate those matters.

D. Termination of Membership.

1. Any member, active or associate, may be removed from membership through the discipline

procedure as outlined in Bylaws Article IV, C.

2. Since membership is entered into by mutual consent, it may be terminated only by mutual consent except when termination is by the discipline process as outlined in Article IV. Any member who desires to withdraw from membership may apply to do so in writing to the Elder Board. Elder Board action shall take not longer than six (6) months and once approved, membership shall be considered terminated.
3. Any active member who has been inactive without cause, as determined by the Elders (reasonable cause for inactivity may include extended illness, temporary leave due to employment obligations, and other reasons as deemed appropriate by the Elder Board), for a period of ~~one year~~ **six months** shall be considered for transfer to associate member status and shall be informed in writing by the Elder Board of the proposed change in membership status. The member shall be requested to respond to the Elder Board and indicate whether there is a desire to remain affiliated with the Church. If no response is received within 3 months or if the response is negative, the individual's membership shall be terminated. If a positive response is received, the Elder Board will evaluate the cause for inactivity and make a decision regarding membership status.
4. Any associate member who has been inactive without cause for a period of ~~one year~~ **six months** shall be notified of the fact in writing by the Elder Board and asked whether membership is still desired. If no response is received within 3 months or if the response is negative, the individual's membership shall be terminated.

ARTICLE II "CHURCH OFFICIALS"

State College Evangelical Free Church shall have: (1) Elders as Church Leaders, (2) a President and Vice President/Secretary as Corporate Officers, (3) a Treasurer, and (4) Deacons and Deaconesses. Additional elected or appointed positions may be created, as necessary, by the Elder Board.

A. CHURCH LEADERS - ELDERS

1. Responsibilities.

The Elders shall lead the Church. They shall serve the congregation by: (1) providing guidance and direction **through approving church policy and strategic goals**, (2) providing instruction in the Word, (3) **shepherding**, (4) counseling, (5) administering discipline, and (6) **evaluating and supervising the pastoral staff** and (7) assuming overall responsibility for all activities of the Church.

2. Qualifications.

- a. Only men are eligible to serve as Elders.
 - b. Each Elder must have been an active member of the Church for not less than six months and meet the qualifications described in I Timothy 3:1-7 and Titus 1:6-9.
3. Term of Office and Election.
- a. The term of office for each Elder shall be two years, except as noted below, and there shall be no limit to the number of times an Elder may be re-elected.
 - b. The election shall be held in accordance with Bylaws Articles V and VII. In any given year, the Church shall not elect 100% of the Elders for two year terms. In the first year, or any subsequent year that would elect an additional number of new Elders, those elected will be assigned to either a one or two year term in order to maintain the number of Elders with one year remaining in their term of office as near to 50% as possible. Those receiving the highest number of votes shall be assigned two year terms.
4. Number.
- a. The authorized number of Elders of the Church shall be established by the Elder Board, but shall not be less than three (3). No reduction of the authorized number of Elders shall have the effect of removing any Elder prior to the expiration of the Elder's term of office.
 - b. If there are not a sufficient number of qualified or elected men to fill all available Elder positions, vacancies may exist and be included in the next year's election.
5. Resignation/Removal/Vacancies.
- a. Any Elder may resign by giving written notice to the Chairman of the Elder Board.
 - b. Any Elder may be removed from office if he becomes physically or mentally incapacitated or otherwise unqualified in view of the criteria set forth in Article II, A, 2, b. of these Bylaws, or if his inability to serve is otherwise established in the minds of the members of the Elder Board. Removal must take place at a business meeting attended by not less than 51% of the active membership. At least 75% of the secret written ballots cast must be for dismissal in order to remove an Elder.
 - c. A vacancy shall exist in case of death, resignation or removal.
Ⓢ Elder vacancies shall be filled for the remainder of the term by special election held at a business meeting held in accordance with Article VII of these Bylaws.
6. Meetings.

Regular meetings of the Elder Board shall be held at least once per month. At least one-half (50%) of each Board's members must be present for a quorum.

7. Special Meetings.

Meetings of the Elder Board may be called at any time by the Pastor, Chairman of the Elder Board, or 50% of the members of the Elder Board. Unless waived by each member, notice of each special meeting shall be by personal contact.

B. CORPORATE OFFICERS

1. Responsibilities.

The Corporate Officers shall act as legal representatives of the Corporation. They shall meet only as necessary to transact corporate business, sign and seal legal documents, and fulfill any other duties required of Corporate Officers by the laws of the Commonwealth of Pennsylvania.

2. Qualifications and Election.

Corporate Officers shall consist of a President and a Vice President/Secretary elected by the Elder Board from its members.

C. TREASURER

1. Responsibilities.

The Treasurer shall be responsible for the timely accounting of all monies received and paid. Accounting records are to be made available to the Elder Board, and/or an independent auditor as requested, and an annual statement is to be available for presentation at the April business meeting. The Treasurer is to attend Board meetings at the request of the Elder Board.

2. Qualifications.

The Treasurer must have been an active member of the Church for at least six months. **The Treasurer shall not simultaneously serve as the Financial Secretary.**

3. Election and Term of Office.

- a. The election shall be held in accordance with Bylaws Articles V and VII.
- b. The term of office for the Treasurer shall be two years and there shall be no limit to the number of terms served.

4. Resignation/Removal/Vacancy.
 - a. The Treasurer may resign by giving written notice to the Chairman of the Elder Board.
 - b. The Treasurer may be removed from office upon becoming physically or mentally incapacitated or if his or her inability to serve is otherwise established in the minds of the members of the Elder Board. Removal can be affected by the procedure contained in Bylaws Article II, A, 5, b.
 - c. A vacancy shall exist in case of death, resignation or removal. A vacancy for the remainder of the term shall be filled by Deacon Elder Board appointment.

D. FINANCIAL SECRETARY

1. Responsibilities.

The Financial Secretary shall be responsible for the timely accounting of all monies received. The Financial Secretary shall provide annual giving statements in accordance with IRS guidelines.

2. Qualifications.

The Financial Secretary must have been an active member of the Church for at least six months. The Financial Secretary shall not simultaneously serve as Treasurer.

3. Election and Term of Office.

- a. The election shall be held in accordance with Bylaws Articles V and VII.
- b. The term of office for the Financial Secretary shall be two years and there shall be no limit to the number of terms served.

4. Resignation/Removal/Vacancy.

- a. The Financial Secretary may resign by giving written notice to the Chairman of the Elder Board.
- b. The Financial Secretary may be removed from office upon becoming physically or mentally incapacitated or if his or her inability to serve is otherwise established in the minds of the members of the Elder Board. Removal can be affected by the procedure contained in Bylaws Article II, A, 5, b.
- c. A vacancy shall exist in case of death, resignation or removal. A vacancy for the remainder of the term shall be filled by Elder Board appointment.

D.E. DEACONS/DEACONESSES

1. Responsibilities.

Deacons/Deaconesses shall serve the congregation and assist the Elders as needed in implementing and coordinating the various activities and ministries of the church. ~~Deaconesses shall assist the Elders in counseling the women of the Church.~~

2. Qualifications.

a. Men will be known as Deacons, Women as Deaconesses.

b. Each Deacon /Deaconess must have been an active member of the Church for at least six months, be willing and qualified to serve in ministry to the body of Christ. The qualifications in scripture(1 Timothy 3:8-13, Romans 16:1-2) will serve as guide.

3. Appointment/Number/Term of Service

a. The appointment shall be by the Elder Board. Names of the prospective Deacons/Deaconesses shall be posted for two weeks for comment by the congregation.

b. The authorized number of Deacons/Deaconesses of the Church shall be established by the Elder Board. The number will be based upon the ministry needs of the congregation.

c. The term of service shall be two years and there shall be no limit to the number of times a Deacon/Deaconess may be re-appointed. With the approval of the Elder board, the term of service may be less than two years.

4. Resignation/Removal.

a. Any Deacon/Deaconess may resign by giving written notice to the Chairman of the Elder Board.

b. Any Deacon/Deaconess may be removed by the Elder Board upon becoming physically or mentally incapacitated or otherwise unqualified in view of the criteria set forth in Article II, D, 2 of these Bylaws, or if their inability to serve is otherwise established in the minds of the members of the Elder Board.

ARTICLE III "STAFF"

A. Senior Pastor

1. In order to fulfill its stated purposes, the Church shall call and support a male pastor who shall devote his time to the teaching and preaching of God's Word, to the care of the spiritual welfare of the Church, and to **leading and overseeing** ~~the leadership and overseeing~~ **the implementation** of the entire work of the Church.
2. The Senior Pastor is appointed by the Lord Jesus Christ as an undershepherd of part of His Church, and therefore he must lead as one who will give a personal account of his ministry and the souls of those in his charge (Hebrews 13:17). Though his appointment is by the Lord Jesus Christ, his appointment to this Church is confirmed by the Holy Spirit through the call of the active membership and the faithfulness and fruitfulness of his ministry.
3. Calling of a Senior Pastor

- a. When there is need for a Senior Pastor, a Pastoral Search Committee shall be established. The Pastoral Search Committee shall consist of two members from the Elder Board, one Deacon or Deaconess, and three members from the congregation at large. ~~The member representing the Deacon's~~ **An elder chosen by the elder board** shall serve as the chairman. The Elders shall elect from its board~~s~~ the appropriate number of members. The Nominating Committee for that year shall meet and propose at least three candidates for the Pastoral Search Committee. These candidates may not be members of the Elder Board or Deacons, but must be active members of the Church. An election shall then be held at the next business meeting to determine which of these candidates will serve on the Pastoral Search Committee.

The three candidates receiving the highest vote totals will be designated as members of the Pastoral Search Committee. After prayerful investigation of possible candidates, the Pastoral Search Committee shall recommend a male candidate to the Elder Board.

- b. The Elder Board shall consider the recommended candidate and, if he is approved by them, shall present the candidate to the membership of the Church for consideration.
- c. No candidate shall be recommended who will not sign a statement of agreement with and support of the Church Constitution and Bylaws, and who does not meet the qualifications for Elder as described in I Timothy 3:1-7 and Titus 1:6-9.
- d. The calling of a Senior Pastor shall be determined at a meeting of the membership scheduled for that purpose. Notice of such a meeting shall be given in all regular services of the Church at least two consecutive weeks immediately prior to the meeting. At least 51% of the active members must be present at the meeting and a 75% or greater affirmative vote of the secret ballots cast is required for the Church to extend a call to the candidate.
- e. The Senior Pastor is automatically an active member and remains so as long as he

holds that position. If married, his wife is also automatically an active member as long as her husband remains the Senior Pastor.

4. Duties of the Senior Pastor.

The Senior Pastor shall:

- a. Carefully teach the Word of God.
- b. Provide leadership in fulfilling the Church's stated Purpose as contained in Constitution Article II and church policy and strategic goals as approved by the elders.
- c. Demonstrate a personal concern for all those who are part of the Church family.
- d. Provide counsel as needed.
- e. Prayerfully provide vision and administrative leadership for the Church.
- f. Represent the Church at various denominational and other special functions.
- g. Be a voting member of and responsible to the Elder Board, and an ex-officio member of all other boards and committees of the Church.
- h. Provide day-to-day supervision of other pastoral staff.
- i. Perform marriage ceremonies at his discretion in accordance with the God's teaching and the laws of the State.
- j. Officiate at funerals of members of the church and non-members at his discretion
- k. The Senior Pastor shall be accountable to the Elders.

5. Discipline/Correction of a Senior Pastor

- a. Discipline/correction may result from any of a number of reasons including but not limited to, issues of job performance, failure of character, specific sin, moral or ethical lapses. Discipline of the Senior Pastor is carried out exclusively by the Elder Board and could result in any of a number of remedial steps and/or corrective actions as determined by the Elder Board.
- a-b. The Elder Board shall hear only those accusations against the Senior Pastor that are confirmed by at least two active members (I Timothy 5:19). If in the judgment of the Elder Board the Senior Pastor has committed the accused offense, the Elders shall seek the assistance of the District Association of the Evangelical Free Church

or other appropriate help and then meet with the Senior Pastor to provide him with appropriate counsel.

~~b.~~ c. If ~~the~~ remedial steps and/or corrective actions do not adequately resolve a problem, or an offense is of such magnitude that the Senior Pastor should be removed from the position of Senior Pastor, the Elder Board shall ask him to resign. If the Senior Pastor resigns, the Elder Board will give a verbal explanation (I Timothy 5:20) at a business meeting for members only. ~~e.~~ If the Senior Pastor refuses to resign at the request of the Elder Board, they shall follow dismissal procedures as contained in Bylaws Article III, A, 6, ~~e-d.~~

c. ~~d.~~ This is the only procedure to discipline the Senior Pastor.

6. Severing Senior Pastor-Church Ties

a. The Senior Pastor shall serve until he submits a resignation, is dismissed by a congregational vote, or is temporarily suspended by the Elder Board.

b. ~~a-~~ Resignation. The Senior Pastor may submit his resignation to the Elder Board at any time. His relationship as Senior Pastor of the Church may be terminated in thirty (30) days from his notice of intention to resign, or at any other time by mutual agreement.

c. Suspension. If at any time the Senior Pastor's personal beliefs, preaching, teaching, life or service shall not be in accordance with the Statement of Faith and the standard of life stated in the Church Constitution and Bylaws, his services as Senior Pastor may be immediately suspended (with pay) by the Elder Board pending a business meeting for members only to consider his dismissal. This meeting must be called within 60 days of the suspension. The Elder Board may lift the suspension at any time, but in such cases a members only meeting must still be held at which the Elder Board must explain the circumstances of the suspension and reinstatement.

d. ~~b-~~ Dismissal. If the Elder Board has reason to recommend dismissal of the Senior Pastor, it may call a business meeting for members only to consider this matter. A 51% quorum of all active members must be present and not less than 75% of the secret written ballots cast must be for dismissal in order to dismiss the Senior Pastor. Upon such an affirmative vote, the Senior Pastor shall be immediately removed from office. Dismissal may result from any of a number of reasons including but not limited to, issues of job performance, failure of character, specific sin, moral or ethical lapses, etc.

B. Other Church Employees.

1. Additional Pastoral Staff.

- a. Additional pastoral staff members shall be nominated by the Senior Pastor for approval by the Elder Board.
- b. Additional pastoral staff shall be responsible for their conduct and productivity to the Senior Pastor and the Elder Board.
- c. The Senior Pastor with the Elders shall have the authority to discipline and dismiss additional pastoral staff members as the need arises.
- d. Additional pastoral staff shall not serve as elders.
- e. Pastoral staff are automatically active members.

2. Non-pastoral Staff Senior Pastor's Secretary.

- ~~a. The Senior Pastor's secretary shall be hired by the Senior Pastor with the approval of the Elder Board.~~
- ~~b. The Senior Pastor's secretary shall be responsible to the Senior Pastor for conduct and productivity, and subject to correction and dismissal by him should the need arise.~~

The Board of Elders, in conjunction with the Congregation, may, from time to time, deem it prudent to hire other individuals to carry out church work for which they would be compensated. These positions and their salary structure may be defined on an individual basis as they are created. Church staff shall be responsible to the Senior Pastor for conduct and productivity, and subject to correction and dismissal by him should the need arise.

ARTICLE IV "DISCIPLINE"

A. Basis for Discipline.

We believe:

- 1. That God hates sin and has called Christians to lives of holiness. (Psalm 5:4-6; I Peter 1:13-16)
- 2. That the responsibility to discipline rests with the Church as given by the Lord Jesus Christ Himself. (Matthew 18:15-17)
- 3. That church membership carries with it scriptural responsibility to love, admonish, encourage and build up one another. (Romans 12:4-5; I Thessalonians 5:12-15)

4. That the ultimate goal for all church discipline is the loving restoration of the erring member to fellowship with God. (James 5:19-20; Galatians 6:1)

B. Reasons for Discipline.

Any action or sustained attitude or conduct which:

1. Tends to bring the Lord and/or the Church into disrepute.
2. Is hostile and/or offensive toward other members of the Church.
3. Deliberately sows divisiveness in the Church.
4. Is contrary to the qualifications and conduct prescribed for members by Bylaws Article I.
5. Demonstrates the kind of sinful lifestyle or condones the kind of doctrinal error condemned by Scripture. (Mark 7:21-23; Galatians 5:19-21; I Corinthians 6:9,10; II Timothy 3:2-7; I Timothy 6:3-5; Titus 1:9; Titus 3:10,11 as examples).

C. Procedures for Discipline.

If any member shall conduct him/herself as indicated in Section B above and does not show evidence of repentance:

1. First, the member shall be contacted by another member who has first-hand knowledge of the sin (alone or with the assistance of an Elder) and reproved in private. (Matthew 18:15; Luke 17:3)
2. Second, if the erring member should demonstrate an unrepentant condition or choose to continue in the sin, such member will be confronted by a member who has first-hand knowledge of the sin accompanied by two or three Elders and reproved. (Matthew 18:16; Deuteronomy 19:15)
3. Third, if the problem persists, the Elder Board shall bring a recommendation to the congregation, at a business meeting for members only, that the individual be removed from membership. At least 75% of the secret written ballots cast by the active members must be for removal, for the membership to be terminated. (Matthew 18:17; I Timothy 5:20; I Corinthians 5:5; I Timothy 1:20; II Thessalonians 3:14,15)
4. Finally, coincident with a vote to terminate membership of the erring member, the Church members shall be asked to turn away from the offending brother or sister, not regarding him as an enemy, but admonishing him. (Romans 16:17-19; II Thessalonians 3:6,14,15)

All above actions are taken with the singular purpose of lovingly restoring the erring brother or sister. Should the erring individual at any time in the future demonstrate a repentant spirit, show

evidence of again living in fellowship with God, and indicate a desire to be readmitted into membership, he/she may be readmitted if 75% of the secret written ballots cast by the active members present at a business meeting for members only are for re-admission.

ARTICLE V "STANDING COMMITTEES"

A. Nominating Committee.

1. Formulation. The Nominating Committee shall consist of the Senior Pastor, two members from the Elder Board, one Deacon and one Deaconess, and two members from the congregation at large. One Elder member shall serve as the Chairman of the Nominating Committee.
2. Election.
 - a. Each year, the Elders shall select from the appropriate number of Elders, Deacons and Deaconesses for that years Nominating Committee.
 - b. After the April business meeting, the Nominating Committee for that year shall meet again and propose at least three candidates for the Nominating Committee for the following year. These candidates may not be members of the Elder Board or currently serving as Deacon or Deaconesses, but must be active members of the Church. An election shall then be held at the next business meeting to determine which of these candidates will serve on the Nominating Committee for that year. If there has been no business meeting by October 1, a business meeting will be scheduled to occur prior to December 1 in order that this election may take place. The two candidates receiving the highest vote totals will be designated as members of the Nominating Committee for that year.
3. Duties and Responsibilities. The chairman of the Nominating Committee, under the direction of the Elder Board, shall prepare a list of all offices for which elections will be required at the April business meeting. The Nominating Committee will begin to hold meetings no later than February 1 to prayerfully consider candidates for all of these positions. It shall be the responsibility of the Chairman of the Nominating Committee to contact all proposed candidates as to their willingness to be nominated. No individual shall be nominated for an elected office without his or her consent. The slate of candidates prepared by the Nominating Committee shall be announced and posted in a prominent place no later than the Sunday morning service falling closest to February 28.
4. Contingency Nomination Procedures. As no nominations will be allowed from the floor during the April business meeting, the following procedures are made available to any active member who wishes to effect the nomination of a candidate whose name does not appear on the slate initially prepared by the Nominating Committee.
 - a. The active member desiring to place a name in nomination must:
 - (1) obtain the consent of the proposed nominee.

5. (2) contact the Chairman of the Nominating Committee in that regard prior to March
 - b. If so requested by the proposing member, the Nominating Committee must convene prior to March 25 to discuss the proposed nomination. If the Nominating Committee, meeting in closed session, declines to add the proposed nomination to the ballot, the proposing member shall be entitled to present his or her case before the Nominating Committee.
 - c. In the event that the Nominating Committee still declines to add the proposed nominee to the slate, the proposing member, with reiterated consent of the proposed nominee, may circulate a petition which must be presented to the Chairman of the Nominating Committee at least one week prior to the date of the April business meeting. If the petition carries the signatures of at least 20% of the active members of the Church (should there be fewer than 50 active members, a minimum of 10 signatures will still be required), then the name of the proposed nominee shall be placed on the ballot. The ballot shall indicate which nominees have been proposed by the Nominating Committee and which have been nominated by petition.

B. All other Committees.

All other committees of State College Evangelical Free Church shall operate on an ad hoc basis under direction of the Elder Board.

ARTICLE VI "MEETINGS"

A. Business Meetings.

1. A business meeting shall be held during the month of April. The April meeting is the annual meeting of the church.
 - a. The Elder Board shall specify the date which shall be between the 15th and 30th of April.
 - b. Public notice of the meeting shall be given at the morning church services on the three previous consecutive Sundays.
 - c. Annual written reports by the Senior Pastor, Chairmen of the Elder and Treasurer shall be made available to the congregation at least one week prior to the meeting.
 - d. The fiscal year shall begin on January 1 and end December 31. The annual budget will be approved at a congregational meeting held sometime in the last quarter of the year.

2. Additional business meetings may be called at the discretion of the Elder Board, or by twenty percent (20%) of the active membership submitting a petition to the Elder Board. Public notice shall be given at the morning church services on the two previous consecutive Sundays, unless specified otherwise in these Bylaws.

B. Rules of Order.

1. The Chairman of the Elder Board shall preside at all business meetings. In his absence, the Vice Chairman of the Elder Board shall preside.
2. A quorum shall be constituted by 51% of the active membership of the church at any business meeting, unless specified otherwise in these Bylaws.
3. All matters shall be determined by a majority of the votes cast except as otherwise specified in the Church Constitution or these Bylaws. Voting shall be limited to active members.

ARTICLE VII "ELECTIONS"

A. Time.

1. Regular elections shall be held during the April business meeting. Terms of office shall begin May 1 of the same year.
2. Special elections shall be held as mandated elsewhere in these Bylaws. Terms of office shall begin immediately upon election.

B. Procedure.

1. Only active members, as defined in Bylaws Article I, shall be eligible to vote.
2. Nominations from the floor shall not be accepted.
3. In the case of a single nominee for a position, a hand vote may be taken. All other elections shall be by written ballot.
4. Election of the Senior Pastor and Elders shall require a minimum 75% affirmative vote of the ballots cast. Election for any other positions shall be decided by the highest number of ballots cast.
5. Absentee balloting shall be allowed and supervised by the Deacons.
6. Representatives of the Deacons/Deaconesses shall serve as tellers for the counting of the ballots and reporting of results.

ARTICLE VIII "AUXILIARY ORGANIZATIONS"

- A. All organizations supported and directed by the Church and which are affiliated with another organization are defined as auxiliary organizations.
- B. No auxiliary organization shall be formed within or be considered to be a part of the Church's activities until the sponsors have submitted their statement of purpose, organizational chart, and method of selection of leaders to the Elder Board for its approval and sanction.
- C. No organization whose chairman or supervisor is not an active member of the Church shall be permitted to function as an auxiliary organization unless special permission is granted by the Elder Board.
- D. No actions taken by any auxiliary organization shall coincide with the practice of the Church as set forth in its operating policies.
- E. Financial policies of auxiliary organizations shall coincide with the practice of the Church as set forth in its operating policies.
- F. Each auxiliary organization shall be required to submit, to the Elder Board or its designated agent, a complete written report of the year's activities prior to the April business meeting and at any other time as requested by the Elder Board.

ARTICLE IX "AMENDMENTS"

- A. These Bylaws may be amended by affirmation by two-thirds (2/3) of the secret written ballots cast by the active members present at any business meeting.
- B. The proposed amendment(s) shall be mailed to each active member at least two (2) weeks prior to such a meeting.

CONSTITUTIONAL AMENDMENT

University Bible Church

October 16, 1988

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ARTICLE I shall be amended to read as follows:

ARTICLE I "NAME"

The name of this corporation shall be State College Evangelical Free Church. Hereafter this corporation may be referred to as the "Corporation", the "Church" or "State College Evangelical Free Church".

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CONSTITUTIONAL AMENDMENT
State College Evangelical Free Church
April 30, 1995

ARTICLES II, V, VI, VII, and VIII of the BYLAWS shall be amended to change the fiscal year from one that begins on October 1 and ends on September 30 to one that begins on April 1 and ends on March 31, as well as a change in all corresponding dates. These changes will be effective October 1, 1995.

CONSTITUTIONAL AMENDMENT
State College Evangelical Free Church
October 28, 2001

ARTICLE VII, "Elections", Section B, Procedure, Paragraph 4 of the Bylaws shall be amended to read:

4. Election of the Senior Pastor, Elders and Deacons shall require a minimum 75% affirmative vote of the ballots cast. Election for any other positions shall be decided by the highest number of ballots cast.

CONSTITUTIONAL AMENDMENT
State College Evangelical Free Church
April 25, 2004

ARTICLES II, V, VI, VII, and VIII of the BYLAWS shall be amended to change the fiscal year from one that begins on April 1 and ends on March 31 to one that begins on January 1 and ends on December 31, as well as a change in all corresponding dates. These changes will be effective May 1, 2004.

CONSTITUTIONAL AMENDMENT
State College Evangelical Free Church
November 18, 2007

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ARTICLES II, III, V, VI, VII and VIII of the BYLAWS shall be amended so that Deacon and Deaconesses will now be appointed by the Elder board with comment from the congregation. Previously Deacons were elected by the congregation and Deaconesses were appointed by the Elder Board. Details are included in the bylaws. Also, Pastoral staff will now be hired, evaluated and subject to dismissal by agreement of the Senior Pastor and Elder Board. Previously, Pastoral staff were hired subject to recommendation and approval by the Elder Board, and evaluation and continuance was solely the role of Senior Pastor. Congregation continues to have role of approving new pastoral positions through the budget approval process.