

THE CONSTITUTION

of

NORTHWEST BIBLE CHURCH

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THE CONSTITUTION
of
NORTHWEST BIBLE CHURCH

PREAMBLE

To the glory of God, NorthWest Bible Church is established to carry out the God-ordained responsibilities of the local Church as expressed in Ephesians 4:12,13:

A. TEACHING – To stand for the historic, fundamental, Christian truths and to equip the saints for the work of service, for the building up of the body of Christ; with the goal of attaining unity, knowledge of the Son of God, and the maturity that is measured by the fullness of Christ.

B. FELLOWSHIP – To provide the means of developing meaningful fellowship among believers (expression of caring for and loving one another, warning, stimulating, and encouraging healthy spiritual lives).

C. OUTREACH – To participate in world evangelism (both in the local community and around the world) and to encourage and train God's people to have an effective influence and loving ministry in the society in which they find themselves.

D. WORSHIP AND PRAYER – To provide for meaningful worship and prayer, and to administer the ordinances of baptism and communion.

ARTICLE ONE
FORMATION

1.1 THE CHURCH. NorthWest Bible Church (the "Church") is a non-profit Texas corporation having its principal place of worship at 5503 Fellowship Lane, in the Klein community, Spring, Harris County, Texas 77379.

1.2 PURPOSE. The Church is established for the purposes set forth in its Articles of Incorporation and restated in the Preamble.

1.3 DISSOLUTION. In the event of dissolution of the Church, all assets, revenues, proceeds and funds from whatever source, after paying all debts and obligations, must be distributed in a manner consistent with the Articles of Incorporation to non-profit organizations which operate with like purposes.

ARTICLE TWO
DOCTRINE

2.1 THE IMPORTANCE OF DOCTRINE. The Church will function as an independent, evangelical church committed to the fundamental, historic Christian truths recorded in God's inerrant revelation - the Holy Scriptures. All Elders, Deacons, Pastors, Ministry Directors, and teachers must wholeheartedly agree with the Articles of Faith (Paragraph 2.3) and the Doctrinal Statement (Paragraph 2.4).

2.2 "WHOLEHEARTEDLY". The words "wholeheartedly" and "wholehearted" as used in this Constitution will mean (1) unconditioned agreement, without reservation, with the Articles of Faith and, either (2) unconditioned agreement, without reservation, with the Doctrinal Statement, or (3) a conditioned agreement (with not more than two specific reservations) with the Doctrinal Statement, but only if such specifically conditioned agreement with the Doctrinal Statement is (a) approved by 80% of the Elder Board and (b) such approval is subject to and conditioned upon the agreement of such Elder, Deacon, Pastor, Ministry Director, or teacher not to teach or promote at NorthWest Bible Church their particular reservations with the Church's Doctrinal Statement. In the event an Elder, Deacon, Pastor, Ministry Director, or teacher breaks his or her agreement with the Elder Board in such matters, they may be immediately removed from their position by an 80% vote of the Elder Board.

2.3 ARTICLES OF FAITH:

A. The Trinity. God exists in three eternal, coequal persons, the Father, the Son, and the Holy Spirit. (Matthew 3:16,17; 2 Corinthians 13:14)

B. The Person of Christ. Undiminished deity (true God) and complete humanity are united in one, sinless, virgin-born person, the Lord Jesus Christ, forever. (John 1:1,14; Colossians 2:9)

C. The Work of Christ. The death of Christ served as a perfect, God-satisfying, substitute payment of the penalty for the sins of the world. His bodily resurrection guarantees the hope of life eternal for all who believe in Him. (Romans 4:24-5:11; Ephesians 2:1-7)

D. Personal Salvation. One can be assured of God's forgiveness and deliverance from eternal separation in hell from God and of the sure hope of eternal life only through personal trust in the Lord Jesus Christ and acceptance of God's free gift of life through Christ. (Rom 10:9-13; 1 John 5:11-13)

E. Revelation. God has revealed Himself and His will through Scripture. (John 6:63; 2 Timothy 3:16,17)

2.4 DOCTRINAL STATEMENT. The Church will have a Doctrinal Statement prepared by the Board of Elders (the "Elder Board" or the "Board of Elders") which will amplify but be consistent with the purposes of the Church, the Articles of Faith and the Holy Scriptures.

2.5 CHURCH UNITY. The Church as a whole and the Elder Board in particular are to follow the Scriptural patterns in developing a healthy unity in balance with sound Biblical convictions through the development of servant attitudes (Philippians 2:1-8).

ARTICLE THREE
GOVERNMENT

3.1 HEAD OF THE CHURCH. The ultimate authority for the operation of the Church resides in the head of the Church, the Lord Jesus Christ.

3.2 ORGANIZATION. For purposes of carrying out our Lord's will in the life of the Church, the organization of the Church will include:

A. The Congregation;

B. The Board of Elders;

C. The Board of Deacons;

D. The Pastors and Ministry Directors; and

E. The Support Staff.

3.3 CONGREGATION.

A. Responsibilities:

1. Seeking God's Will. It will be the responsibility of the Church members (the "Congregation") to prayerfully find the mind of Christ regarding any major decision.

2. Elders and Deacons. The Congregation will nominate and confirm Elders and Deacons.

3. Major Decisions. The Congregation must approve any decisions related to:

a. The call (employment) of a Senior or Lead Pastor;

b. The purchase of land; and

c. The enactment of any building program.

4. Qualifications. Membership in the Congregation will be open to all individuals who:

a. Give testimony of faith in Christ;

b. Complete a class for new or prospective Church members;

c. Are in complete agreement with the Articles of Faith;

d. Are willing to submit to the Elder Board and the Constitution of this Church (Hebrews 13:17);

e. Are at least 18 years of age (or at least 16 years of age with the written permission of a parent or guardian); and

f. Agree with, and who have signed (if they become a member after August 2011), this Membership Covenant:

MEMBERSHIP COVENANT

I will protect the unity of my Church –

+ by acting in love toward other members and worshipers (Romans 14:19); and

+ by refusing to gossip or accommodate gossip (Ephesians 4:29); and

+ by following the leaders and the Church's Constitution (Hebrews 13:17).

I will share the responsibility of my Church –

+ by praying for its ministry (1 Thessalonians 1:1,2); and

+ by inviting the unchurched to attend (Luke 14:23); and

+ by welcoming warmly those who visit (Romans 15:7).

I will serve the ministry of my Church –

+ by discovering my gifts and talents (1 Peter 4:10); and

+ by being equipped to serve (Ephesians 4: 11,12); and

+ by developing a servant's heart, and serving (Romans 12:6-8; Philippians 2:3-7).

I will support the testimony of my Church –

+ by attending faithfully (Hebrews 10:25); and

+ by living a Godly life (Philippians 1:27); and

+ by giving regularly (1 Corinthians 16:2).

Date: _____

_____
Signature

_____
Printed name

_____
Parent or Guardian Signature (if the new member is under 18 years of age)

5. Selection. The Elder Board will be responsible for and will establish a procedure for a prospective member to be accepted into membership of the Church. The call of a Pastor or a Ministry Director by the Elder Board will also serve as the confirmation of such Pastor or Ministry Director and their spouse as members of the Church.

6. Term, and Other Matters. Membership in the Congregation will continue until one of the following events occurs:

a. The member dies;

b. The member requests that his or her name be dropped from the membership roll of the Church;

c. The member joins another church (no member of this Church may hold membership in another church; the membership of any individual member will automatically terminate without notice if the member unites with another church);

d. The member is absent from worship services for a six-month period without a valid reason, as determined in an annual review by the Elder Board; however, upon good cause shown to the Elder Board, this termination provision may be waived in the case of any individual member at the discretion of the Elder Board; or

e. The member is separated from the body as a result of Church discipline.

7. Meetings.

a. Frequency. There will be a general "business meeting" not less frequently than once a year.

b. Agenda. These business meetings must include a report on Church finances, Church leadership and Church ministries and such other matters as the Elder Board deems appropriate.

c. Special Meeting. A special meeting of the Congregation may be called by:

i. The Chairman of the Elder Board;

ii. A majority of the Elder Board; or

iii. 5% of the members of the Congregation.

d. Notice. Two weeks public notice must be given prior to any meeting, either regular or special. "Public notice" or "notice" as used herein may be fulfilled by an oral announcement in a Sunday morning worship service, or by a written announcement in a Sunday morning worship service "bulletin," or by a "blast email" to the members of the Congregation who have supplied their email address to the Church.

e. Quorum. Twenty percent of the voting members will constitute a quorum for Congregational meetings. In the event a quorum is not present, the meeting will be re-scheduled in a public notice to the Congregation. At the re-scheduled meeting, those present will constitute a quorum.

f. No Proxy Voting in Congregational Meetings. There will be no proxy or absentee voting in Congregational meetings.

3.4 BOARD OF ELDERS. The Board of Elders is the spiritual and governmental leadership of the Church. Their collective purpose as Elders is to be the spiritual shepherds as decision makers and pacesetters, and they are to invest themselves fully in the primary task of proclaiming God’s truth; shepherding the Church family through prayer and intercession (including praying for the sick); exhorting and teaching doctrinal

orthodoxy; interpreting and applying this Constitution, the Church's Doctrinal Statement, and the Church's Articles of Incorporation and Certificate of Formation; making decisions in sincere pursuit of the Lord's will (discovered through Scripture and united prayer); in concert with the Senior or Lead Pastor, discerning a Godly vision and direction for the Church; judging sinful actions within the Church family; administering discipline within the Church family; guarding the Church from error and deception; resolving doctrinal issues; and being sound examples of Christian living to the Church family. In addition to other Board of Elders duties and responsibilities described herein, their responsibilities also include the call (subject to Congregation approval as provided herein), oversight, and dismissal of the Senior or Lead Pastor; and ordaining those called to the ministry. The Board of Elders will also govern all ministries administered or undertaken by the Church and they will determine the compensation of all Church employees. The following provisions will supplement this paragraph -

A. Responsibilities.

1. Church Management. The Board of Elders will serve as the Church's "legal trustee" and will be responsible for the management of the affairs of the Church. These responsibilities will include, but not be limited to, teaching, outreach ministries, finances, and the facilities of the Church.

2. Church Policies and Procedures. The Elder Board will formulate the operating procedures of the Church which, to the extent they are not contained in this Constitution, will be set out in a written "policies and procedures" manual or document.

3. Chairman.

a. The Elder Board will select a Chairman of the Board of Elders who will serve for a period of one year. With the approval of 80% of the Elder Board, the Chairman of the Board of Elders may serve for no more than two consecutive one year terms (that is, two consecutive years). The Chairman of the Board of Elders will appoint a Vice Chairman of the Board of Elders (who will be approved by the Elder Board). The Chairman of the Board of Elders, or the Vice Chairman of the Board of Elders in the absence of the Chairman, will preside at all meetings of the Congregation.

b. The Chairman of the Elder Board (or in his absence, the Vice Chairman of the Elder Board) will chair all meetings of the Board of Elders. He will set the agenda, location, and time of meetings, and he will provide each Elder with all materials necessary to consider those items on the meeting's agenda. He will call meetings to order, entertain motions, table discussions, invite guests, supervise activities of the Elder Board, and adjourn the meetings.

4. Areas of Authority. The Senior or Lead Pastor as an Elder on the Elder Board will make recommendations to the Elder Board in the areas of hiring Pastors, Ministry Directors, and Support Staff; terminating Pastors, Ministry Directors, and Support Staff; discipline of Church members; the purchase of property; and building programs. The Elder Board will make decisions in the areas of hiring the Senior or Lead Pastor (subject to Congregational approval as described herein), Pastors, Ministry Directors, and Support Staff; terminating the Senior or Lead Pastor, Pastors, Ministry Directors, and Support Staff; discipline of Church members; the purchase of property (subject to Congregational approval as described herein); and building programs (subject to Congregational approval as described herein).

B. Qualifications. Because of the gravity and responsibility of the office, special care must be taken to ascertain a man's fitness for the office of Elder (1 Timothy 5:22). Church members eligible for consideration as Elders of the Church will be those men who:

1. Meet the qualifications as set forth in Titus 1:5-9 and 1 Timothy 3:1-7;

2. Are in wholehearted agreement with the Doctrinal Statement;

3. Demonstrate shepherding and leadership qualities; and

4. Have been members of the Church for a minimum period of two consecutive years.

C. Selection.

1. Nomination. The Congregation will be encouraged to nominate qualified candidates for Elders to the current Board of Elders.

2. Review. The candidate and his wife (and family, at the discretion of the Elder Board) will be interviewed by two or more Elders who will review the Biblical qualifications and responsibilities of an Elder with the Elder candidate. The Elder Board will then confer and prayerfully consider whether or not the candidate is to be recommended to the Congregation as an Elder candidate.

3. Approval. The Elder candidates who are unanimously recommended by the Elder Board will be submitted to the Congregation for approval by secret ballot. Any Elder candidate disapproved by 20% or more of those completing ballots will not be confirmed as an Elder.

4. Ordination. The approved Elder candidate will be publicly identified as an Elder by the laying on of hands soon after the vote.

D. Term, and Other Matters.

1. Term. Except as provided herein, Elders will serve for fixed terms of three years.

a. With the approval of 80% of the Elder Board and subject to an 80% confirmation vote by the Congregation each year, an Elder may elect to serve for additional and consecutive one year term(s).

b. The Senior or Lead Pastor's term on the Elder Board will begin when he assumes the position of Senior or Lead Pastor, and it will continue until he ceases to be the Senior or Lead Pastor of the Church. The Senior or Lead Pastor will not be subject to an 80% confirmation vote by the Congregation each year.

2. Continuing Standards. During an Elder's term, an Elder must continue to meet the Biblical qualifications of an elder and maintain a desire to serve.

3. Inactive Status. An Elder may request inactive status for an unspecified period of time by giving notice to the Chairman of the Elders. An Elder may return to active status (1) upon his request or upon the request of the Elder Board, and (2) upon the unanimous approval of the Elder Board.

4. Removal. Upon an Elder's failure to maintain the Biblical qualifications of an elder, the remaining Elders will seek to restore him to a qualified position. Failing to do so, they will ask for his resignation or remove him from office.

5. Number. The number of active Elders will be not less than three, nor more than twelve.

6. Meetings.

a. The Elder Board will meet regularly at such intervals as they determine in order to faithfully discharge their responsibilities.

b. Any action required by the Texas Business Organizations Code (the “TBOC”) to be taken at any meeting of the Elder Board, may be taken without a meeting, without prior notice, and without a vote, if a consent or consents in writing, setting forth the action so taken, will be signed by a sufficient number of Elders, as would be necessary to take such action at a meeting at which all of the Elders were present and voted. Such action will be taken in accordance with the provisions of this Constitution, the TBOC and applicable law, as amended.

c. Subject to the provisions of this Constitution, the TBOC and applicable law, as amended, the Elder Board may hold meetings by using a conference telephone or similar communications equipment, or another suitable electronic

communications system, including videoconferencing technology or the Internet, or any combination, if the telephone or other equipment or system permits each person participating in the meeting to communicate with all other persons participating in the meeting, and only if: (1) each person entitled to participate in the meeting consents to the meeting being held by means of that system; and (2) the system provides access to the meeting in a manner or using a method by which each person participating in the meeting can communicate concurrently with each other participant. If voting is to take place at the meeting, the Elder Board must: (a) implement reasonable measures to verify that every person voting at the meeting by means of remote communications is sufficiently identified; and (b) keep a record of any vote or other action taken.

7. Quorum. A quorum, as determined in the Church's policies and procedures manual or document (or in the absence of such manual or document, as established by the Elder Board), will be required for the Elder Board to transact any business.

8. Senior or Lead Pastor. The Congregational call of a Senior or Lead Pastor will also serve as (i) the confirmation of such Senior or Lead Pastor and his wife as members of the Church, and (ii) the confirmation of such Senior or Lead Pastor as an Elder.

E. Annual Elder Evaluation Ballot by the Congregation. In light of 1 Timothy 3:1-7 and Titus 1:5-9, Church members will each be given an annual opportunity to comment on the qualifications and character of each Elder and each Elder candidate by completing an “Elder Evaluation Ballot,” and then submitting the Elder Evaluation Ballot to the Senior or Lead Pastor.

F. Conflicts of Interest and Elder Conduct.

1. Definitions.

a. "Conflicts of Interest": the circumstance of someone with power or influence, whose personal interests might benefit from his or her official actions or influence

b. "Recuse": to excuse oneself from a matter because of a possible conflict of interest or lack of impartiality; to withdraw from a position of judging so as to avoid any semblance of partiality or bias

2. Elder Conduct. To avoid any semblance of partiality or bias, an Elder will recuse himself in all matters that may come before the Elder Board which may involve a personal conflict of interest (including the extension of an Elder's term on the Elder Board, and matters relating to Article Two, Paragraph 2.2) as to that Elder, and the remaining Elders on the Elder Board will decide such matters. An Elder will excuse himself from all Elder Board discussions and Elder Board votes which may involve a

personal conflict of interest (including the extension of an Elder's term on the Elder Board, and matters relating to Article Two, Paragraph 2.2) as to that Elder. The Chairman of the Elder Board generally should not be married to, or closely related to, anyone on the Church's Staff.

G. Unanimous Elder Board Votes. Subject to the Elders' recusal responsibilities addressed in Article Three, Paragraph 3.4 F, the Elder Board must vote in unanimity in these areas: (1) the call (employment) of a Senior or Lead Pastor; (2) the purchase of land; (3) the enactment of any building program; (4) the removal or discipline of an Elder; (5) the removal or discipline of the Senior or Lead Pastor; (6) the amendment of the Church's Constitution; (7) the amendment of the Church's Doctrinal Statement; and (8) the amendment of the Church's Articles of Incorporation or Certificate of Formation.

3.5 BOARD OF DEACONS.

A. Responsibilities.

1. Delegated Authority. The Board of Deacons (the "Board of Deacons" or the "Deacon Board") will have authority over those operations of the Church that are delegated to them by the Elder Board.

2. Primary Areas of Activity. The Deacon Board will be primarily concerned with the administration of Church property and facilities, and the Elder Board may also consult with the Deacon Board in matters relating to Church finances and its budget.

B. Qualifications. Church members eligible for consideration as Deacons will be those men who:

1. Meet the qualifications as set forth in 1 Timothy 3:8-13; and

2. Are in wholehearted agreement with the Doctrinal Statement.

C. Selection.

1. Nomination. The Congregation will be encouraged to nominate candidates for Deacon to the Deacon Board. The Deacon Board will identify the candidates whose Biblical qualifications will be reviewed by the Elder Board.

2. Review. The candidate's Biblical qualifications will be reviewed by the Elder Board, and then the Elder Board approved candidates will be interviewed by representatives of the Deacon Board.

3. Approval. The candidates who are jointly recommended by the Elder Board and the Deacon Board will be submitted to the Congregation for approval by secret ballot. Any person disapproved by 20% or more of those completing ballots will not be selected.

D. Term, and Other Matters.

1. Term. Deacons will serve for fixed terms of three years. With the approval of 80% of the Deacon Board, a Deacon may elect to serve for additional and consecutive one year term(s).

2. Inactive Status. A Deacon may request inactive status for an unspecified period of time by giving notice to the Chairman of the Deacons. A Deacon may return to active status (1) upon his request or upon the request of the Deacon Board, and (2) upon the approval of 80% of the Deacon Board.

3. Continuing Standards. During a Deacon's term, a Deacon must continue to meet the Biblical qualifications of a deacon and maintain a desire to serve.

4. Removal. Procedures for removal or discipline of a Deacon will be established by the Elder Board.

5. Number. The number of Deacons on the Deacon Board will be determined from time to time by the Elder Board.

6. Meetings.

a. Regular Meetings. The Deacon Board will conduct regular meetings at such intervals as they determine to faithfully exercise the authority delegated to them.

b. Chairman. A Chairman of the Board of Deacons will be selected by the 80% approval of the Deacon Board. The Chairman of the Deacon Board will appoint the Vice Chairman of the Board of Deacons (who will be approved by the Deacon Board). The Chairman will serve for a period of one year. With the approval of 80% of the Deacon Board, the Chairman of the Board of Deacons may serve for no more than two consecutive one year terms (that is, two consecutive years). The Chairman of the Deacon Board (or in his absence, the Vice Chairman of the Deacon Board) will chair all meetings of the Board of Deacons. He will set the agenda, location, and time of meetings, and he will provide each Deacon with all materials necessary to consider those items on the meeting’s agenda. He will call meetings to order, entertain motions, table discussions, invite guests, supervise activities of the Deacon Board, and adjourn the meetings.

c. Liaison with Elder Board. The Deacon Board will meet with the Elder Board as required by the Elder Board to coordinate efforts and to receive direction from the Elder Board.

d. Quorum. A quorum, as determined in the Church's policies and procedures manual or document (or in the absence of such manual or document, as established by the Elder Board), will be required for the Deacon Board to transact any business.

e. Minutes. Adequate minutes of Deacon Board meetings will be kept and promptly transmitted to the Elder Board.

f. Special Meetings. Meetings of the Deacon Board may be called by the Chairman of the Deacon Board, by the Chairman of the Elder Board, or by any three Deacons.

3.6 PASTORS AND MINISTRY DIRECTORS.

A. Responsibilities.

1. The Pastors and Ministry Directors will consist of salaried staff serving in ministry capacities established by the Senior or Lead Pastor and approved by 80% of the Elder Board. The duties and responsibilities of the Pastors and Ministry Directors will be determined by the Senior or Lead Pastor. In the absence of a Senior or Lead Pastor, the duties and responsibilities of the Pastors and Ministry Directors will be determined by the Elder Board.

2. The Senior or Lead Pastor will be the primary preacher and teacher of the gospel of Jesus Christ and sound Biblical doctrine for the Church's Sunday worship services; he will supervise the administration of the ordinances of the Church; and he may act as an ex-officio (or authorized) member of all ministries, organizations and committees of the Church. The role of the Senior or Lead Pastor will include assisting the Elders in shepherding and overseeing the life and direction of the Church. The Senior or Lead Pastor will have a firm grasp on the purposes, values and strategies of the Church and he will have the ability to align ordained staff, lay ministry staff and key leadership teams with its mission. The Senior or Lead Pastor will offer pastoral leadership to the Congregation alongside ordained clergy and lay ministry directors. Lastly, the Senior or Lead Pastor will ensure that the systems, practices, and policies of the Church responsibly and effectively support its ministry activities and the Preamble of this Constitution.

B. Qualifications. The Pastors and Ministry Directors will be those who:

1. Are in wholehearted agreement with the Doctrinal Statement;

2. Demonstrate shepherding and leadership qualities; and

3. Have such other qualities and abilities as the Elder Board may establish.

C. Selection.

1. Nomination. The Senior or Lead Pastor will nominate individuals to be called to serve as the Pastors and Ministry Directors of the Church. In the absence of a Senior or Lead Pastor, the Elder Board will nominate individuals to be called to serve as the Pastors and Ministry Directors of the Church.

2. Interview. The Senior or Lead Pastor will interview any candidate for Pastor or Ministry Director (and in his discretion, the candidate's wife and family), and prayerfully make a decision concerning a Pastor or Ministry Director candidate. In the absence of a Senior or Lead Pastor, the Elder Board will interview any candidate for Pastor or Ministry Director (and in their discretion, the candidate's wife and family), and prayerfully make a decision concerning a Pastor or Ministry Director candidate.

3. Approval.

a. An 80% vote by the Elder Board will be required to call a new Pastor or Ministry Director (except for the Senior or Lead Pastor; see Article Three, Paragraph 3.4 G). An 80% vote by the Elder Board will be required to call an existing Pastor or Ministry Director to a new or different Pastor or Ministry Director position (except for the Senior or Lead Pastor; see Article Three, Paragraph 3.4 G).

b. Eighty percent approval of those present at a duly called Congregational meeting will be required before a call may be made for the Senior or Lead Pastor, only. Congregational approval will not be required to call any other Pastor or Ministry Director.

4. Exceptions. However, "Pastors and Ministry Directors" when used herein will always specifically exclude:

a. Temporary or interim positions within the Church (for example and not by way of limitation, an “interim pastor” who may serve the Church during a pastor search process, or a “youth ministry intern” who may serve the Church for an agreed, limited time period), and

b. Existing and future personnel positions within the Church whose respective written job description or current assignment does not include expository preaching, teaching, counseling, recruiting volunteers to serve within the Church, or selection of teaching curricula (for example, anyone designated as "Support Staff" by the Elder Board).

3.7 SUPPORT STAFF. According to the needs and financial abilities of the Church, the composition of the Support Staff will be determined by the Senior or Lead Pastor with the approval of 80% of the Elder Board. In the absence of a Senior or Lead Pastor, the Elder Board will determine the composition of the Support Staff upon an 80% vote of the Elder Board.

3.8 CHURCH OFFICERS. The Church officers will be the Chairman of the Elder Board; the Vice Chairman of the Elder Board; the Senior or Lead Pastor; and lastly, the Secretary of the Elder Board. The descending priority of their authority will be: the Chairman of the Elder Board; the Vice Chairman of the Elder Board in the absence of the Chairman of the Elder Board; the Senior or Lead Pastor in the absence of both the Chairman and Vice Chairman of the Elder Board; and lastly, the Secretary of the Elder Board in the absence of the Chairman of the Elder Board, the Vice Chairman of the Elder Board, and the Senior or Lead Pastor.

ARTICLE FOUR
AMENDMENTS

4.1 AMENDMENT AUTHORITY.

A. The Preamble to the Constitution, the Articles of Faith, Constitution Article Four, and reducing the responsibilities of the Congregation under the Church's Constitution may only be amended with (1) the unanimous approval of the Elder Board, and (2) an 80% confirmation vote by the Congregation.

B. The remainder of the Church's Constitution, its Doctrinal Statement, and its Articles of Incorporation or Certificate of Formation may be amended by the unanimous vote of the Elder Board, subject to the provisions of Paragraphs 4.2 and 4.3.

4.2 CONGREGATIONAL MEETING. However, preceding a final vote by the Elders on a proposed amendment under the authority of Paragraph 4.1 B, a copy of the proposed amendment will be posted on the Church's website, and photocopies will also be made available at the Church's office. After at least two weeks notice, a Congregational meeting will be called to discuss the proposed amendment under the authority of Paragraph 4.1 B. At the Congregational meeting the Congregation will have the opportunity to ask the Elders questions about the amendment, and also voice their comments on the proposed action.

4.3 ELDER BOARD FINAL VOTE. The Elder Board will prayerfully consider the Congregation's comments on the proposed amendment under the authority of Paragraph 4.1 B prior to its final vote.

ARTICLE FIVE
INDEMNIFICATION

5.1 INDEMNIFICATION FOR PASTORS, MINISTRY DIRECTORS, SUPPORT STAFF, ELDERS, DEACONS AND CHURCH VOLUNTEERS. By adoption of an 80% resolution of the Elder Board, the Church will indemnify, defend, protect and hold harmless each Pastor, Ministry Director, Support Staff, Elder, Deacon and Church Volunteer from and against all actions, suits or proceedings (whether civil, criminal, administrative, arbitrative or investigative) (collectively, "Proceedings"), and all other claims, demands, losses, damages, liabilities, judgments, awards, penalties, fines, settlements, costs and expenses (including court costs and reasonable attorneys' fees) arising out of the management of the Church or such Pastor, Ministry Director, Support Staff, Elder, Deacon and Church Volunteer's service or status as a Pastor, Ministry Director, Support Staff, Elder, Deacon and Church Volunteer. THIS INDEMNITY WILL APPLY TO MATTERS THAT ARISE OUT OF THE NEGLIGENCE, STRICT LIABILITY OR OTHER FAULT OR RESPONSIBILITY BY SUCH PASTOR, MINISTRY DIRECTOR, SUPPORT STAFF, ELDER, DEACON AND CHURCH VOLUNTEER; PROVIDED, HOWEVER, THAT THIS INDEMNITY WILL NOT APPLY TO MATTERS ARISING OUT OF THE GROSS NEGLIGENCE, WILLFUL MISCONDUCT OR BREACH OF THIS AGREEMENT BY SUCH PASTOR, MINISTRY DIRECTOR, SUPPORT STAFF, ELDER, DEACON AND CHURCH VOLUNTEER.

5.2 ADVANCE PAYMENT. The right to indemnification conferred in this Article will include the right to be paid or reimbursed by the Church the reasonable expenses incurred by a Pastor, Ministry Director, Support Staff, Elder, Deacon and Church Volunteer who was, is or is threatened to be made a named defendant or respondent in a Proceeding in advance of the final disposition of the Proceeding and without any determination as to the Pastor, Ministry Director, Support Staff, Elder, Deacon and Church Volunteer's ultimate entitlement to indemnification; provided, however, that the payment of such expenses incurred by such Pastor, Ministry Director, Support Staff, Elder, Deacon and Church Volunteer in advance of the final disposition of a Proceeding, will be made only upon delivery to the Church of a written affirmation by such Pastor, Ministry Director, Support Staff, Elder, Deacon and Church Volunteer of his or her good faith belief that he or she has met the standard of conduct necessary for indemnification under this Article and a written undertaking, by or on behalf of such Pastor, Ministry Director, Support Staff, Elder, Deacon and Church Volunteer, to repay all amounts so advanced if it will ultimately be determined that such indemnified Pastor, Ministry Director, Support Staff, Elder, Deacon and Church Volunteer is not entitled to be indemnified under this Article or otherwise. The Church will also pay or reimburse a Pastor, Ministry Director, Support Staff, Elder, Deacon and Church Volunteer for reasonable expenses in connection with such Pastor, Ministry Director, Support Staff, Elder, Deacon and Church Volunteer's appearance as a witness or other participation in a Proceeding.

5.3 NONEXCLUSIVITY OF RIGHTS. The right to indemnification and the advancement and payment of expenses conferred in this Article will not be exclusive of any other right which a Pastor, Ministry Director, Support Staff, Elder, Deacon and Church Volunteer or other Person indemnified pursuant to this Article may have or hereafter acquire under any applicable law, agreement, or vote of the Elder Board, or otherwise.

5.4 INSURANCE. The Church may purchase and maintain insurance, at its expense, to protect itself and any person who is or was serving as a Pastor, Ministry Director, Support Staff, Elder, Deacon, Church Volunteer, Officer, employee or agent of the Church against any expense, liability, or loss.

ARTICLE SIX
DESIGNATED CONTRIBUTIONS

From time to time the Church, in the exercise of its religious, educational and charitable purposes, may establish various funds or accounts to accomplish specific goals. Contributors may suggest uses for their contributions, but all suggestions will be deemed advisory rather than mandatory in nature. All contributions made to specific funds or accounts or otherwise designated will remain subject to the exclusive control, discretion and direction of the Elder Board. No fiduciary obligation will be created by any designated contribution given to the Church other than to use the contribution for the general furtherance of any of the purposes stated in the Church's Articles of Incorporation or Certificate of Formation, or in the Preamble of this Constitution.

ARTICLE SEVEN
DISCIPLINE OF A MEMBER

The Senior or Lead Pastor and the Elder Board will determine the procedures to restore or discipline a member of the Church. Such procedures will be based on Scripture, including (but not limited to) the following: Matthew 18:15-20; Romans 16:17,18; 1 Corinthians 5:1-13; 2 Corinthians 2:1-11; Galatians 6:1; 1 Thessalonians 5:14; 2 Thessalonians 3:6, 10-15; 1 Timothy 5:19,20; and Titus 3:10,11.

ARTICLE EIGHT
BINDING ARBITRATION

The Members of the Church are Christians who believe that the Bible commands them to make every effort to live at peace and to resolve disputes with each other in private or within the Christian church (see Matthew 18:15-20 and 1 Corinthians 6:1-8). Therefore, all members of the Church hereby agree that any unresolved controversy, claim or dispute arising from, out of, relating to, or involving Church members, the Church, Church properties, Church employment, contributions to the Church, Church discipline

(including public Church discipline), injuries sustained on the Church campus, or injuries sustained at any Church activity wherever located, will be settled by biblically based mediation and, if necessary, legally binding arbitration in accordance with the Rules of Procedure for Christian Conciliation of the Institute for Christian Conciliation, a division of Peacemaker® Ministries (a complete text of the Rules is available at www.HisPeace.org). Judgment upon an arbitration award may be entered in any court otherwise having jurisdiction. The members of the Church understand that these methods will be the sole remedy for any controversy or claim arising out of or related to the matters generally described above, and all Church members expressly waive their right to file a lawsuit in any civil court against one another or against the Church or its leadership for such disputes, except to enforce an arbitration decision.

This revised and restated Constitution of NorthWest Bible Church was unanimously adopted and approved by its Elder Board on September 6, 2011.

This revised and restated Constitution of NorthWest Bible Church was adopted and approved by its Congregation on September 11, 2011.

This revised and restated Constitution of Northwest Bible Church was adopted and approved by its Congregation on July 18, 2015