



# Constitution and By-Laws

*Revised and adopted January 27, 2019*

## **Constitution**

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# **CONSTITUTION**

## **ARTICLE I – NAME**

The name of this organization shall be Valley Chapel Assembly of God, located at 300 Valley Rd., Clifton, NJ 07013.

## **ARTICLE II – PREROGATIVES AND PURPOSES**

### **1. To Govern**

This assembly shall have the right to govern itself and to conduct its own affairs according to the standard of the New Testament Scriptures and of the New Jersey District Council and the General Council of the Assemblies of God. This right shall specifically include such matters as the calling of a pastor, the election of the church board, and the discipline of its members and the conducting of its own services and church program.

### **2. To Acquire and Dispose**

In connection therewith, or incidental thereto, this assembly shall have the right to purchase or acquire by gift, bequest or otherwise, either directly or as trustee, and to own, hold in trust, use, sell, convey, mortgage, lease, or otherwise dispose of any real estate or chattels as may be necessary for the furtherance of its purposes, and to exercise all other powers conferred upon it by its charter or by the applicable nonprofit corporation law of this state; all in accordance with its bylaws as the same may be hereafter amended.

### **3. To Worship, Fellowship, and Propagate**

The purpose of this assembly shall be to establish and maintain a place for the worship of Almighty God, our Heavenly Father, to provide for Christian fellowship for those of like precious faith, where the Holy Spirit may be honored according to our distinctive testimony, and to assume our share of responsibility and the privilege of propagating the gospel of Jesus Christ by all available means, both at home and in foreign lands.

4. To Cooperate

This assembly shall cooperate with the District Council and the General Council to extend the work and kingdom of God throughout the world. It shall support the missionary program as agreed upon. It shall participate in District Council and General Council sessions through its chosen delegates and share in the support of the ministries of these bodies.

5. To Recognize

This assembly shall recognize that the District Council and the General Council have the authority and right to approve scriptural doctrine and conduct; also, to disapprove unscriptural doctrine and conduct and to withdraw their certificates of membership if deemed necessary. See Article IX of the Bylaws of The General Council of the Assemblies of God.

### **ARTICLE III - AFFILIATION**

While maintaining its inherent rights to sovereignty in the conduct of its own affairs as herein set forth, this assembly shall voluntarily enter into full cooperative fellowship with assemblies of like precious faith, associated in the New Jersey District Council of the Assemblies of God (aka New Jersey Ministry Network), and the General Council of the Assemblies of God, with headquarters in Springfield, Missouri; and shall share in the privileges and assume the responsibilities enjoined by that affiliation. Officers of the District Council and General Council shall be recognized and respected by the pastor and members of this assembly.

As a member of the General Council, this assembly has the right to request the assistance of both the General Council and the District Council in dealing with any of its problems, upon the request of the pastor, a majority of the church board, or a petition signed by at least twenty percent (20%) of the active voting members of the assembly. Only those

members who have regularly attended services of, and supported, this assembly for a period of at least three consecutive months prior to signing the petition shall be counted.

It is understood and agreed that this assembly shall conform its standards of membership, qualifications for deacons, and requirements for a pastor to those standards set by the District Council and the General Council.

By its affiliation, the assembly—directors, officers, and members—agree that no provision of these Bylaws shall be inconsistent with the Constitution and Bylaws of both the New Jersey District Council of the Assemblies of God (New Jersey Ministry Network) and the General Council of the Assemblies of God as now in effect or hereafter amended.

## **ARTICLE IV – DOCTRINE**

The Bible is our all-sufficient rule for faith and practice. This Statement of Fundamental Truths is intended simply as a basis of fellowship among us (i.e., that we all speak the same thing, 1 Corinthians 1:10; Acts 2:42). The phraseology employed in this statement is not inspired nor contended for, but the truth set forth is held to be essential to a full-gospel ministry. No claim is made that it contains all truth in the Bible, only that it covers our present needs as to those fundamental matters.

### **1. The Scriptures Inspired:**

The Scriptures, both the Old and New Testaments, are verbally inspired of God and are the revelation of God to man, the infallible, authoritative rule of faith and conduct. (2 Timothy 3:15-17; 1 Thessalonians 2:13; 2 Peter 1:21)

### **2. The One True God:**

The one true God has revealed Himself as the eternally self-existent “I AM,” the Creator of heaven and earth

and the Redeemer of mankind. He has further revealed Himself as embodying the principles of relationship and association as Father, Son and Holy Spirit. (Deuteronomy 6:4; Isaiah 43:10-11; Matthew 28:19; Luke 3:22)

## THE ADORABLE GODHEAD

### a. Terms Defined

The terms “Trinity” and “persons” as related to the Godhead, while not found in the Scriptures, are words in harmony with Scripture, whereby we may convey to others our immediate understanding of the doctrine of Christ respecting the Being of God, as distinguished from “gods many and lords many.” We therefore may speak with propriety of the Lord our God who is One Lord, as a trinity or as one Being of three persons, and still be absolutely scriptural. (Matthew 28:19; 2 Corinthians 13:14; John 14:16-17)

### b. Distinction and Relationship in the Godhead

Christ taught a distinction of Persons in the Godhead which He expressed in specific terms of relationship, as Father, Son, and Holy Spirit, but that this distinction and relationship, as to its mode is inscrutable and incomprehensible, because unexplained. (Luke 1:35; 1 Corinthians 1:24; Matthew 11:25-27; Matthew 28:19; 2 Corinthians 13:14; 1 John 1:3-4)

### c. Unity of the One Being of Father, Son and Holy Spirit

Accordingly, therefore, there is that in the Father which constitutes him the Father and not the Son; there is that in the Son which constitutes Him the Son and not the Father; and there is that in the Holy Spirit which constitutes Him the Holy Spirit and not either the Father or the Son. Wherefore the Father

is the Begetter, the Son is the Begotten, and the Holy Spirit is the one proceeding from the Father and the Son. Therefore, because these three persons in the Godhead are in a state of unity, there is but one Lord God Almighty and His name one. (John 1:18; John 15:26; John 17:11; John 17:21; Zechariah 14:9)

d. Identity and Cooperation in the Godhead

The Father, the Son and the Holy Spirit are never identical as to Person; nor confused as to relation; nor divided in respect to the Godhead; nor opposed as to cooperation. The Son is in the Father and the Father is in the Son as to relationship. The Son is with the Father and the Father is with the Son, as to fellowship. The Father is not from the Son, but the Son is from the Father, as to authority. The Holy Spirit is from the Father and the Son proceeding, as to nature, relationship, cooperation and authority. Hence, neither Person in the Godhead either exists or works separately or independently of the others. (John 5:17-30; John 5:32; John 5:37; John 8:17,18)

e. The Title, Lord Jesus Christ

The appellation, “Lord Jesus Christ,” is a proper name. It is never applied in the New Testament, either to the Father or to the Holy Spirit. It therefore belongs exclusively to the Son of God. (Romans 1:1-3,7; 2 John 3)

f. The Lord Jesus Christ, God with Us

The Lord Jesus Christ, as to His divine and eternal nature, is the proper and only Begotten of the Father, but as to His human nature, He is the proper Son of Man. He is therefore, acknowledged to be both God and man; who because He is God and man is

“Immanuel,” God with us. (Matthew 1:23; 1 John 4:2; 1 John 4:10; 1 John 4:14; Revelation 1:13; Revelation 1:17)

g. The Title, Son of God

Since the name “Immanuel” embraces both God and man in the one Person, our Lord Jesus Christ, it follows that the title, Son of God, describes His proper deity, and the title, Son of Man, His proper humanity. Therefore, the title Son of God, belongs to the order of eternity, and the title, Son of Man, to the order of time. (Matthew 1:22-23; 2 John 1:3; 1 John 3:8; Hebrews 7:3; Hebrews 1:1-13)

h. Transgression of the Doctrine of Christ

Wherefore, it is a transgression of the Doctrine of Christ to say that Jesus Christ derived the title, Son of God, solely from the fact of the incarnation, or because of His relation to the economy of redemption. Therefore, to deny that the Father is a real and eternal Father, and that the Son is a real and eternal Son, is a denial of the distinction and relationship in the Being of God; a denial of the Father, and the Son; and a displacement of the truth that Jesus Christ is come in the flesh. (2 John 9; John 1:1; John 1:2; John 1:14; John 1:18; John 1:29; John 1:49; 1 John 2:22,23; 1 John 4:1-5, Hebrews 12:2)

i. Exaltation of Jesus Christ as Lord

The Son of God, our Lord Jesus Christ, having by Himself purged our sins, sat down on the right hand of the Majesty on high; angels and principalities and powers having been made subject unto Him. And having been made both Lord and Christ, He sent the Holy Spirit that we, in the name of Jesus, might bow

our knees and confess that Jesus Christ is Lord to the glory of God the Father until the end, when the Son shall become subject to the Father that God may be all in all. (Hebrews 1:3; I Peter 3:22; Acts 2:32-36; Romans 14:11; I Corinthians 15:24-28)

- j. Equal Honor to the Father and to the Son  
Wherefore, since the Father has delivered all judgment unto the Son, it is not only the express duty of all in heaven and on earth to bow the knee, but it is an unspeakable joy in the Holy Spirit to ascribe unto the Son all the attributes of Deity, and to give Him all honor and the glory contained in all the names and titles of the Godhead except those which express relationship (see Distinction and Relationship in the Godhead, Unity of the One Being of Father, Son and Holy Spirit, and Identity and Cooperation in the Godhead) and thus honor the Son even as we honor the Father. (John 5:22,23; I Peter 1:8; Revelation 5:6-14; Philippians 2:8,9; Revelation 7:9-10; Revelation 4:8-11)

### **3. The Deity of the Lord Jesus Christ**

The Lord Jesus Christ is the eternal Son of God. The Scriptures declare:

- a. His virgin birth. (Matthew 1:23; Luke 1:31,35)
- b. His sinless life. (Hebrews 7:26; I Peter 2:22)
- c. His miracles. (Acts 2:22; 10:38)
- d. His substitutionary work on the cross. (I Corinthians 15:3; 2 Corinthians 5:21)
- e. His bodily resurrection from the dead. (Matthew 28:6; Luke 24:39; I Corinthians 15:4)
- f. His exaltation to the right hand of God. (Acts 1:9,11; 2:33; Philippians 2:9-11; Hebrews 1:3)

#### **4. The Fall of Man**

Man was created good and upright; for God said, “Let us make man in our own image, after our likeness.”

However, man by voluntary transgression fell and thereby incurred not only physical death but also spiritual death, which is separation from God. (Genesis 1:26,27; Genesis 2:17; Genesis 3:6; Romans 5: 12-19)

#### **5. The Salvation of Man**

Man’s only hope of redemption is through the shed blood of Jesus Christ the Son of God.

##### **a. Conditions to Salvation**

Salvation is received through repentance toward God and faith toward the Lord Jesus Christ. By the washing of regeneration and renewing of the Holy Spirit, being justified by grace through faith, man becomes an heir of God, according to the hope of eternal life. (Luke 24:47; John 3:3; Romans 10:13-15; Ephesians 2:8; Titus 2:11; Titus 3:5-7)

##### **b. The Evidences of Salvation**

The inward evidence of salvation is the direct witness of the Spirit. (Romans 8:16)

The outward evidence to all men is a life of righteousness and true holiness. (Ephesians 4:24; Titus 2:12)

#### **6. The Ordinances of the Church**

##### **a. Baptism in Water**

The ordinance of baptism by immersion is commanded by the Scriptures. All who repent and believe on Christ as Savior and Lord are to be baptized. Thus they declare to the world that they have died with Christ and that they also have been raised with Him to walk in newness of life. (Matthew 28:19; Mark 16:16; Acts

**10:47,48; Romans 6:4)**

**b. The Lord's Supper**

The Lord's Supper, consisting of the elements – bread and the fruit of the vine – is the symbol expressing our sharing the divine nature of our Lord Jesus Christ (2 Peter 1:4), a memorial of his suffering and death (1 Corinthians 11:26), and a prophecy of His second coming (1 Corinthians 11:26), and is enjoined on all believers “till He come!”

**7. The Baptism in the Holy Spirit**

All believers are entitled to and should ardently expect and earnestly seek the promise of the Father, the baptism in the Holy Spirit and fire, according to the command of our Lord Jesus Christ. This was the normal experience of all in the early Christian church. With it comes the endowment of power for life and service, the bestowment of the gifts and their uses in the work of the ministry. (Luke 24:49; Acts 1:4,8; 1 Corinthians 12:1-31)

This experience is distinct from and subsequent to the experience of the new birth. (Acts 8:12-17; 10:44-46; 11:14-16; 15:7-9)

With the baptism in the Holy Spirit come such experiences as an overflowing fullness of the Spirit (John 7:37-39; Acts 4:8), a deepened reverence for God (Acts 2:43; Hebrews 12:28), an intensified consecration to God and dedication to His work (Acts 2:42), and a more active love for Christ, for His Word, and for the lost. (Mark 16:20)

**8. The Initial Physical Evidence of the Baptism of the Holy Spirit**

The baptism of believers in the Holy Spirit is witnessed by the initial physical sign of speaking with other tongues as

the Spirit of God gives them utterance (Acts 2:4). The speaking in tongues in this instance is the same in essence as the gift of tongues (1 Corinthians 12:4-10,28), but different in purpose and use.

## **9. Sanctification**

Sanctification is an act of separation from that which is evil, and of dedication unto God. (Romans 12:1,2; 1 Thessalonians 5:23; Hebrews 13:12) The Scriptures teach a life of “holiness without which no man shall see the Lord” (Hebrews 12:14). By the power of the Holy Spirit we are able to obey the command: “Be ye holy, for I am holy.” (1 Peter 1:15,16)

Sanctification is realized in the believer by recognizing his identification with Christ in His death and resurrection, and by faith reckoning daily upon the fact of that union, and by offering every faculty continually to the dominion of the Holy Spirit. (Romans 6:1-11,13; 8:1,2,13; Galatians 2:20; Philippians 2:12,13; 1 Peter 1:5)

## **10. The Church and Its Mission**

The Church is the body of Christ, the habitation of God through the Spirit, with divine appointments for the fulfillment of her Great Commission. Each believer, born of the Spirit, is an integral part of the General Assembly and Church of the Firstborn, which are written in heaven. (Ephesians 1:22,23; 2:22; Hebrews 12:23)

Since God’s purpose concerning man is to seek and to save that which is lost, to be worshiped by man, to build a body of believers in the image of His Son, and to demonstrate His love and compassion for all the world, the priority reason for being of the Assemblies of God as part of the Church is:

- a. To be an agency of God for evangelizing the world.  
(Acts 1:8; Matthew 28:19,20; Mark 16:15,16)

- b. To be a corporate body in which man may worship God. (1 Corinthians 12:13)
- c. To be a channel of God's purpose to build a body of saints being perfected in the image of His Son. (Ephesians 4:11-16; 1 Corinthians 12:28; 14:12)
- d. To be a people who demonstrate God's love and compassion for all the world. (Psalm 112:9; Galatians 2:10; 6:10; James 1:27)

The Assemblies of God exists expressly to give continuing emphasis to this reason for being in the New Testament apostolic pattern by teaching and encouraging believers to be baptized in the Holy Spirit. This experience:

- a. Enables them to evangelize in the power of the Spirit with accompanying supernatural signs. (Mark 16:15-20; Acts 4:29-31; Hebrews 2:3,4)
- b. Adds a necessary dimension to a worshipful relationship with God. (1 Corinthians 2:10-16; 1 Corinthians 12-14)
- c. Enables them to respond to the full working of the Holy Spirit in expression of fruit and gifts and ministries as in New Testament times for the edifying of the body of Christ and care for the poor and needy of the world. (Galatians 5:22-26; Matthew 25:37-40; Galatians 6:10; 1 Corinthians 14:12; Ephesians 4:11,12; 1 Corinthians 12:28; Colossians 1:29)

## **11. The Ministry**

A divinely called and scripturally ordained ministry has been provided by our Lord for the fourfold purpose of leading the Church in: (1) evangelization of the world (Mark 16:15-20), (2) worship of God (John 4:23,24), (3) building a body of saints being perfected in the image of His Son (Ephesians 4:11,16), and (4) meeting human need with ministries of love and compassion. (Psalm 112:9; Galatians 2:10; 6:10; James 1:27)

## **12. Divine Healing**

Divine healing is an integral part of the gospel. Deliverance from sickness is provided for in the atonement, and is the privilege of all believers. (Isaiah 53:4,5; Matthew 8:16,17; James 5:14-16)

## **13. The Blessed Hope**

The resurrection of those who have fallen asleep in Christ and their translation together with those who are alive and remain unto the coming of the Lord is the imminent and blessed hope of the church. (1 Thessalonians 4:16,17; Romans 8:23; Titus 2:13; 1 Corinthians 15:51,52)

## **14. The Millennial Reign of Christ**

The second coming of Christ includes the rapture of the saints, which is our blessed hope, followed by the visible return of Christ with His saints to reign on earth for one thousand years. (Zechariah 14:5; Matthew 24:27,30; Revelation 1:7; 19:11-14; 20:1-6)

This millennial reign will bring the salvation of national Israel (Ezekiel 37:21,22; Zephaniah 3:19,20; Romans 11:26,27) and the establishment of universal peace. (Isaiah 11:6-9; Psalm 72:3-8; Micah 4:3,4)

## **15. The Final Judgment**

There will be a final judgment in which the wicked dead will be raised and judged according to their works. Whosoever is not found written in the Book of Life, together with the devil and his angels, the beast and the false prophet, will be consigned to the everlasting punishment in the lake which burneth with fire and brimstone, which is the second death. (Matthew 25:46; Mark 9:43-48; Revelation 19:20; Revelation 20:11-15; Revelation 21:8)

## **16. The New Heavens and New Earth**

“We, according to His promise, look for new heavens and a new earth, wherein dwelleth righteousness.” (2 Peter 3:13; Revelation 21 and 22)

## **ARTICLE V - MEMBERSHIP**

### **Section I – Eligibility for Membership**

1. Only those persons eighteen (18) years of age and older shall be eligible for membership who:
  - a. Have been born from above and in whose hearts there is dwelling the life of the Lord Jesus Christ and whose lives give satisfactory evidence of this fact, and have been baptized in water by immersion according to Matthew 28:19; Romans 6:33.
  - b. Accept the doctrinal standard of this church and have been baptized in the Holy Spirit (Article IV, Section 7) or are actively seeking and tarrying for said baptism, and desire to participate and cooperate in the prerogatives and purposes for which this church is formed as set forth in Article II of the Constitution.
  - c. Who are free from the sins mentioned below in By-Laws Article V, Section 5.
  
2. Junior Membership - non-voting junior membership for converts between the ages of thirteen (13) and seventeen (17). They will be required to fulfill all other standards of adult membership, as defined by the Constitution and By-Laws, and pending approval by the Senior Pastor (or Acting Pastor (hereinafter incorporated and referred to as “Senior Pastor”)) and Official Board. Upon reaching eighteen (18) yrs. of age, the member’s junior membership application shall be subject to review by the Church Board, and upon approval, shall be granted adult membership.

## **Section 2 – Admission into Membership**

The names of all candidates for church membership who have been examined by the Senior Pastor shall be submitted to the official board for their consideration. Each name shall be voted on separately and a unanimous vote of the members of the official board present shall be required for election to membership.

## **Section 3 – Duty and Responsibility of Membership**

Membership in this church is an open door to Christian service and every member is expected to be engaged in some form of personal service for the Lord. Each member is expected to decide before God what he or she can and will cheerfully give toward the support of the Lord's work. The payment of one-tenth (1/10) of one's income is taught as the scriptural standard of Christian giving. (Malachi 3:10; Leviticus 27:30; Proverbs 3:9,10; Proverbs 11:25; Matthew 6:19, 20; Luke 6:38; 1 Corinthians 16:2)

## **Section 4 – Retirement or Removal of Membership**

At any meeting of the official board, any member of the church who is in good standing may be given a letter of transfer or dismissal, said letter to be issued and signed by the Senior Pastor and Secretary of the church.

Any member who withdraws from the church, or if residing in Clifton or vicinity, is absent from public worship of this church for three (3) months except for physical disability or official board approval, shall cease to be an active voting member. After six (6) months, his or her name shall be removed from the membership roll, except for physical disability or official board approval, provided two contacts have been made.

## **Section 5 – Removal of a Member guilty of certain offences**

Any member of the Church guilty of any of the following offenses shall be subject to removal from church membership.

1. Living an immoral life. (1 Corinthians 5:3-5)
2. Persisting in believing or propagating pernicious, false doctrine. (Titus 3:10)
3. Being addicted to any habits, vices, worldly amusements, associations, gambling, or belonging to fraternal orders which are anti-Christian and ungodly. (1 Corinthians 3:16,17; 1 Corinthians 6:10)

## **Section 6 – Investigation and Charges by Members of the Official Board**

It shall be the duty of any member of the official board to investigate carefully any credible information coming to his attention indicating that any member of the church is guilty of any of the foregoing offenses. This should be done in full accord with the Pastor's knowledge and permission.

## **ARTICLE VI – MEETINGS**

### **Section 1 – Meetings for Public Worship**

Meetings for public worship shall be held on each Lord's Day and during the week as may be appointed by the official board. At the suggestion of the official board or with its approval the day, hour, or nature of such meetings may be changed, and new meetings begun as occasion may require.

### **Section 2 – Annual Business Meeting**

The Annual Business Meeting shall be held on the last Sunday of the month of January unless for some substantial reason a change of date is deemed expedient by the official board. The meeting must be posted in open view and announced publicly for two (2) weeks prior to said

meeting. Only those members who have reached the age of eighteen (18) shall be entitled to vote at the Annual or Special Business Meetings.

### **Section 3 – Special Business Meetings**

Special Business Meetings may be called by the official board of the church and shall be called by the request of at least fifty (50) signed members of the church. The business transacted at a special meeting shall be stated in the notice calling the same and notice thereof shall be posted and publicly read on the two (2) Sundays immediately preceding such meeting in the same manner as in the case of the Annual Meeting.

### **Section 4 – Conduct of Business Meetings**

The place of all Business Meetings shall be the usual place of worship of the Church. The Pastor shall preside at all Business Meetings, except in matters personal to himself. A quorum shall consist of all members present at any duly called business meeting. In the event of inclement weather or tragic circumstances that would potentially make attendance at any special or regularly scheduled business meeting difficult, said meeting must be postponed and rescheduled, with proper public notice given two (2) weeks prior to the meeting. All matters or questions shall be decided by a majority vote, except those which are specified otherwise in the Constitution and By-Laws or by State Laws. Voting by proxy shall not be allowed.

## **ARTICLE VII – OFFICERS and COMMITTEES**

### **Section I – Officers**

The officers of Valley Chapel Assembly of God shall be the Senior/Lead Pastor and the elected Deacons, who shall serve until their respective terms expire and their successors are elected. The Secretary of the board shall also be the ex-officio secretary of the church.

## **BY-LAWS**

### **ARTICLE I – OFFICERS**

#### **Section I – Senior/Lead Pastor**

1. Role of the Senior/Lead Pastor
  - a. The pastor shall be the spiritual overseer of the church and shall direct all its spiritual activities. He shall act as chairman of all the business meetings of the church and of the official board. He shall be an ex-officio member of all committees and departments.
  - b. He shall provide for all services of the church and shall arrange, in conjunction with the official board, for all special meetings, conventions or revival campaigns. No person shall be invited to speak or preach in the church without his approval.
  - c. The Senior/Lead Pastor shall act as the president of the corporation, and as such, shall preside at all meetings of the church and the official board.
2. Qualifications of the Senior/Lead Pastor
  - a. The pastor shall be an Assemblies of God credential holder, in good standing with both the General Council of the Assemblies of God and the District Council, holding a current fellowship card.
3. Pastoral Transition and Selection
  - a. When a pastoral transition becomes known and is pending, the outgoing Pastor and/or current Board should immediately contact the District Superintendent's Office to arrange for a meeting on how to proceed with a pastoral transition. The Superintendent will then assist with arrangements for an appropriate person to meet with the church Board or Pulpit Committee.

- b. An Interim Pastor, provided by the District, shall be installed for a period judged necessary by the District leadership to assist with the pastoral transition.
  - c. As soon as possible during a pastoral vacancy, a Pulpit Committee of five (5) shall be chosen to supply candidates for the Pastorate in the following manner:
    - (1) The Board shall convene and select five (5) individuals to serve as the Pulpit Committee. This committee shall consist of three (3) members of the Board, and two (2) representatives from the church congregation, who are members in good standing.
    - (2) The Pulpit Committee shall meet and contact the District Superintendent of the New Jersey District of the Assemblies of God (New Jersey Ministry Network) to supply the church with names and resumés of potential candidates.
    - (3) The Pulpit Committee shall oversee the examination of each potential candidate, conducting interviews by phone, internet, and in person, as appropriate.
    - (4) Each candidate shall be examined as to his doctrine, education, experience, domestic relations, prayer life, aims and purposes, if he were accepted as pastor.
    - (5) Prior to an invitation being extended to a potential candidate, remuneration package and arrangements should be discussed.
4. Upon selection of a candidate, the following arrangements shall be made:
    - a. The Pulpit Committee shall authorize for the lodging and traveling expenses of the candidate.

- b. A congregational fellowship time, including an appropriate opportunity for a “Question and Answer” time may be arranged.
- c. The candidate will preside over the Sunday worship service.
- d. During the candidate’s stay, he is not to visit any member of the congregation lest he be disqualified.
- e. Following the visit and ministry of a pastoral candidate, a special meeting shall be held for the purpose of electing a pastor. Arrangements should be made with a district official to conduct a special business meeting for the purpose of electing a pastor.
- f. A three-fourths (3/4) vote of the voting members present and voting at the annual or specially called meeting shall be necessary for the calling or removal of the pastor of the church.

## **Section 2 – Official Board**

1. Members
  - a. The Senior/Lead Pastor and the Deacons shall constitute the official board of the church.
2. Qualifications of Deacons
  - a. All deacons shall be men or women filled with the Holy Spirit, according to our distinctive testimony.
  - b. They shall be at least twenty-five (25) years of age.
  - c. They shall have been a member of Valley Chapel for at least one (1) year prior to their election.
  - d. They shall maintain a daily “walk in the Spirit” (Galatians 5:16), be continuously filled with the Spirit, and be spiritual examples to the church.
3. Duties
  - a. Deacons shall act in an advisory capacity, subject to the Senior/Lead Pastor, in all matters pertaining to

the church, in its spiritual life, and in the administration of its ordinances.

- b. Deacons shall be faithful in church attendance and support of the church.
- c. They shall act in the administration of the discipline of the church.
- d. The Board shall serve as trustees of the church, being custodians of all church property, and shall be responsible for the maintenance of the same.
- e. They shall have the care and responsibility of all papers of documents relating to the care, custody and overseeing of the property, such as leases, deeds and agreements, other than those connected with the pastoral office.
- f. Deacons are subject to the Senior/Lead Pastor in all matters pertaining to the church.
- g. Subject to the right of the congregation to limit it in the exercise of its power, the Board shall have the following powers:
  - (1) To lease, grant, sell and dispose of all or any part of the property of the church, both real and personal.
  - (2) To borrow money for the purposes of the corporation, and to give bonds, notes and mortgages thereof on any part of the property.
  - (3) To have the management, direction and control of all the civil and temporal affairs of the congregation.
  - (4) To determine and annually review the salaries of the pastor and any staff members.
  - (5) They shall also decide upon the compensation of special speakers and evangelists; also pay same.
  - (6) They shall receive and disburse the general revenues of the church and shall administer all temporal affairs to the general advantage of the members.

- (7) They shall not, however, without the consent of the church given at a business meeting, negotiate, mortgage or incur debts beyond what is necessary for the administration of the temporal affairs and to care for the property of the organization.
  - (8) They shall not encumber or transfer, sell or purchase any real property for the church except by express authorization given by a majority vote of the members present at a constitutionally called business meeting.
  - (9) No obligation shall be incurred to spend more than \$10,000 on any one item without the authorization of the congregation, unless said item appears in the budget adopted by the congregation.
4. Manner of Election of Deacons
  - a. Deacons shall be nominated by the Nominating Committee, as prescribed in the church Bylaws (Article IV, Section 3).
  - b. Deacons shall be elected at the Annual Business Meeting in January by a majority vote of those active voting members present, and shall assume office at the conclusion of the business meeting.
  - c. There shall be six deacons, elected for a term of office of three years. The terms of deacons shall be staggered appropriately.
  - d. A deacon shall not succeed themselves after two (2) consecutive terms.
5. Secretary
  - a. The Board shall select from among its members one (1) person to act as the Secretary of the Board and the church.
  - b. The Secretary shall keep a record of the membership of the church and any other clerical

work necessary to the proper discharge of their duties.

- c. The Secretary shall be the custodian of all legal documents and of the corporate seal.
- d. The Secretary shall serve as prescribed in the constitution, Article VII, Section 1.
- e. The Secretary shall fulfill the conditions of the New Jersey State law (NJ Rev Stat § 16:1-15 (2013)).

#### 6. Treasurer

- a. The Board shall select from among its members one (1) person to act as the Treasurer of the Board and the church.
- b. The Treasurer shall receive and disburse all monies of the church under the supervision of the Board.
- c. The Treasurer shall countersign all checks. Countersignature of all checks being defined as two (2) separate signatures in ink, required on all checks written to transact the business of Valley Chapel.

#### 7. Executive Committee

- a. The Executive Committee, consisting of the Senior/Lead Pastor, Secretary and Treasurer, shall function in matters demanding emergency attention when it is impossible to call a meeting of the Board.
- b. The Executive Committee shall be empowered to authorize the expenditure of funds not exceeding the amount of five hundred dollars (\$500).
- c. It shall report all its actions at the earliest meeting of the Board.
- d. It shall negotiate for the church all legal documents, contracts, etc., but only in matters demanding emergency attention, when it is impossible to call a meeting of the Board.

**8. Vacancies**

- a. If any of the Deacons declines to act, resigns, dies, or in any manner ceases to be a member of the church, the office shall be declared vacant, and shall be filled from the church by the Board for the unexpired term.

**Section 3 – Administrative and Ministry Staff**

1. Any and all church administrative and ministry staff shall be selected by the Senior/Lead Pastor, with the approval of the Board.
2. All staff shall be amenable to the Senior/Lead Pastor.
3. Their duties shall be prescribed by the pastor with the approval of the Board.

**ARTICLE II – DEPARTMENTS AND COMMITTEES**

**Section I – Departmental Ministries**

This assembly shall create and maintain such departments and suborganizations as may be necessary and advisable for the extension of its work, such as ministries for discipleship, men, women, youth, children, etc. All such departments and organizations shall be subordinate to the assembly and shall contribute to the harmony and development of the whole. They shall be under the general supervision of the pastor and church board, and the pastor shall be an ex-officio member of all committees or departments.

**Section 2 – Missions Department**

1. There shall be a Missionary Committee of five (5) members consisting of Senior Pastor, who shall act as chairman, and four (4) other members. The chairman shall present nominees from the congregation to the church board for ratification. They shall serve for a term of two (2) years.

2. One (1) of the five (5) members shall be chosen to act as Missionary Secretary.
3. If any member declines to act, resigns, dies or in any manner ceases to be a member of the congregation, or is removed from office, this office shall be declared vacant and shall be filled by the official board for the unexpired term.

### **Section 3 – Nominating Committee**

In order to facilitate the election of Deacons, there shall be a Nominating Committee, consisting of the Senior Pastor, who shall act as chairman, and four (4) other members, appointed in the month preceding the elections, in the following manner:

1. The Nominating Committee shall be comprised of the Pastor, two members of the Board, and two members of the congregation, chosen by the Pastor and Board.
2. The Nominating Committee shall meet and choose for each office to be filled at the forthcoming election, those persons from the members of the church who, in their judgment, are best fitted by their gifts and spirituality to be nominees.
3. Following the meeting of the Nominating Committee, the Pastor shall privately contact each of the nominees to ascertain each individual's personal qualification and willingness to be placed in nomination, and ability to serve if elected.
4. These nominees shall be submitted to the church at the Annual Business Meeting.

### **Section 4 – Resolutions Committee**

The Resolutions Committee of five (5) shall be established or appointed by the official board as necessity may indicate. They shall be appointed, by the Senior Pastor in cooperation with the official board, and their term of office shall continue from the date of appointment to the adjournment of the next church business meeting.

## **Section 7 – In General**

All committees and departments or sub-organizations of Valley Chapel Assembly of God shall operate in harmony with each other and with the church in general, and shall in no way conflict with the regular services for public worship. They shall all be under the control and supervision of the official board, whose authority and decision in matters not provided for in these By-Laws shall be respected by all.

## **ARTICLE III – FINANCES**

### **Section 1 – Offerings**

All funds needed for the maintenance of this church and Kingdom of God shall be provided by voluntary contributions. (1 Corinthians 16:2; 2 Corinthians 9:6) However, following scriptural example the payment of one tenth (1/10) of one's income is taught as the standard of Christian giving. (Genesis 14:18-20; Genesis 28:20-22; Leviticus 27:30; Malachi 3:6-11; Matthew 23:23; Luke 11:42; 1 Corinthians 16:2; 2 Corinthians 8:3-5, 7, 8, 11, 12, 15, 24)

### **Section 2 – Missionary Offerings**

There shall be a special offering received the second Sunday of the month to be disbursed for Missions.

## **ARTICLE IV – AMENDMENTS, ETC**

### **Section 1 – Amendments**

The Constitution and By-Laws may be amended by a two-thirds (2/3) vote of the members of the church of voting age present at any Annual or Special Business Meeting of the church, provided that notice of the proposed amendment shall have been given in the regular notices calling for such meeting.

## **Section 2 – Dissolution**

In the event that this Assembly ceases to function as a church body, then the said property, real or chattel; shall revert to the General Council of the Assemblies of God, Inc., whose headquarters are located in Springfield, Missouri. The General Council of the Assemblies of God shall forthwith have full authority to use or dispose of the property at its discretion. In the event of the sale of the property by the General Council of the Assemblies of God, the proceeds derived shall be used by the General Council in the furtherance of the Gospel of Christ.

## **Section 3 – Suggestions and Complaints**

Any suggestions or complaints to be made shall be made in writing to the official board and signed by the member or members making such suggestions or complaints.

## **ARTICLE V – ORDER OF BUSINESS**

The regular Order of Business for the Annual Meeting of the Assembly shall be as follows:

1. Devotional
2. Reading of previous minutes by Secretary
3. Report of Treasurer
4. Report of Committees
5. Unfinished business
6. Election of Officers
7. New Business
8. Adjournment