

PLEASANT VALLEY
BIBLE CHURCH



Constitution

Pleasant Valley Bible Church

1101 Ponderosa Drive

Camarillo, CA 93010

805-987-5051

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I. NAME

This church shall be known as the "Pleasant Valley Bible Church of Camarillo California", and is a non-profit organization. The Articles of Incorporation are dated July 17, 1891 as amended June 10, 1952 and March 05, 1980. The church was organized June 12, 1869 as Pleasant Valley Church. The name of the church was changed to Pleasant Valley Bible Church on February 18, 2007.

II. OFFICERS

The legal officers of the Pleasant Valley Bible Church Corporation are:

President:	Chairman of the Board of Elders
Secretary:	Secretary of the Board of Elders
Treasurer:	Treasurer of the Church
Board of Directors:	Board of Elders

Custody of Corporation documents, the Corporation Seal and documents representing ownership, acquisition, or sale of real property shall be the responsibility of the Secretary of the Board of Elders. All aforementioned documents shall be placed in a depository designated by the Board of Elders. Access to said depository shall be limited to the Board of Elders and to certain employees of the church corporation approved by the Board of Elders.

III. PURPOSE

Pleasant Valley Bible Church exists to exalt God, to equip the saints for the work of service, to edify one another, and to evangelize the world.

IV. STATEMENT OF FAITH

Pleasant Valley Bible Church affirms the Bible as its divinely inspired authority in all matters. The following is what we believe the Bible teaches regarding the Christian faith. At the direction of the Board of Elders, the Statement of Faith is supplemented and clarified by a separate, lengthier document entitled *What We Teach*, which is the church's full doctrinal statement.

A. The Bible

Every word in the original writings of the Holy scriptures is inspired of God, authoritative and without error. The Bible is the only written revelation of God to man and is infallible (Ps. 19:7-9; Prov. 30:5-6; John 17:17; 2 Tim. 3:16; 2 Pet. 1:21).

B. The Godhead

There is one God, existing eternally in three Persons: Father, Son, and Holy Spirit, each equal in essence, will, authority, power, and glory. God is a Spirit, infinite, eternal and unchangeable (Ex. 34:6-7; Deut. 6:4 Matt. 28:19; John 4:24; 10:30; Acts 5:3-4; 2 Cor. 13:14; Heb. 1:8-12). As the only absolute and omnipotent Ruler in the universe, He is sovereign in creation, providence, and redemption.

1. God the Father

We believe that God the Father orders and disposes all things according to His own purpose and grace. He is the Creator of all things.

2. God the Son

The Lord Jesus is the eternal Son of God. As the God-man, He entered the human race miraculously by being born of a virgin. Having lived a sinless life, He died on the cross as a substitute for all the sins of the human race, was buried, rose bodily from the grave, and ascended to the Father's right hand where He now ministers as our Great High Priest. The return of God the Son to earth is both imminent and personal. (Matt. 1:21-23; John 1:1,14; Acts 1:9; Rom. 1:3-4; 2 Cor. 5:21; Heb. 4:14-15; 7:25; 13:8; 1 Pet. 2:24; 3:18; 1 Thes. 4:13-18; 1 Cor. 15:51-52).

3. God The Holy Spirit

The Holy Spirit exalts the Lord Jesus Christ. God the Holy Spirit converts sinners, convicting of sin, righteousness, and judgment. God the Holy Spirit regenerates, indwells, baptizes, and seals all true believers in Christ and empowers them to live a holy life (Matt. 28:19; John 16:8; Rom. 8:9-16; 1 Cor. 12:13; Eph. 1:13-14).

C. Man

Adam was created in the image and likeness of God and was an innocent being. He subsequently sinned, and as head of the human race, he passed on a sinful nature to all mankind. All men are sinners by nature but also by practice. Apart from God's salvation through Jesus Christ, man is lost eternally (Gen. 1:27; 9:6; Rom. 5:12; Eph. 2:1). (Note: throughout this Constitution, "man" will be used to refer to the entire human race, as well as the masculine pronoun "he," following scriptural precedent.)

D. Sin

Sin is any violation of or disobedience to the revealed will and word of God. It is also the absence of righteousness, or anything that falls short of the perfect glory of God. God has established that the penalty of sin is both spiritual and physical death (Isa. 53:6; Ezek. 18:4; Rom. 3:23; 1 Cor. 15:21-22; Jas. 2:10; 4:17; 1 John 5:17; Rev. 20:11-15).

E. Salvation

Without the shedding of the precious blood of Christ, there is no remission of sin. Salvation is by grace through faith in the Lord Jesus Christ and entirely apart from law-keeping or good works. It is entered into by all those who hear and understand the gospel, repent of their sins, and trust in Jesus Christ alone as their Lord and Savior (Mark 1:15; John 1:12-13; Acts 4:12; Rom. 10:9-13; 1 Cor. 15:1-4; Eph. 2:8-9; Heb. 9:22; 1 Pet. 1:18-19).

F. The Church

The universal church is made up of all true believers in the Lord Jesus. Each local church should be a representation of the universal church. The local church is made up of believers in the Lord Jesus who have been baptized by immersion following their salvation and who meet together for teaching, fellowship, breaking of bread, prayer, and evangelism. Christ is the head of each local church, and He entrusts leadership to the Elders, men who are recognized as Christ's under-shepherds. Each church is also to have Deacons and Deaconesses to serve the practical needs of the local church (Acts 2:42-47; 1 Cor. 12:12-13; 27; Eph. 1:22-23; 5:24-25, 30; Acts 6:3-5; 1 Tim. 3:1-13; Heb. 13:17).

G. Ordinances

There are two Christian ordinances: baptism and the Lord's Supper. Baptism by immersion signifies that the believer has died with Christ, has been buried with Him, and has risen to walk in newness of life with Him. The Lord's Supper is a memorial feast at which believers worship the Lord and show forth His death until He comes again (Matt 28:19-20; Luke 22:19-20; Acts 10:47-48; 20:7; 1 Cor. 11:26; 1 Pet. 2:5-9; Heb. 13:15).

H. Marriage and Sexuality

Marriage is an institution founded by God, and there is only one meaning for the term "marriage." We teach that marriage sanctioned by God is an exclusive union for life, between one man and one woman, as delineated in Scripture (Gen. 2:23-24). God wonderfully and immutably creates each person as male or female biologically and from birth, and these distinct, complementary sexes together reflect the image and nature of God (Gen. 1:26-27). We therefore recognize only marriages between a biological man and a biological woman. Marriages of Christians are intended to illustrate Christ's relationship with His church. Therefore, believers in Christ may only marry others who share their faith and regenerate life (1 Cor. 7:39; 2 Cor. 6:14).

V. **MEMBERSHIP**

A. Qualifications

Any person who confesses Jesus Christ as Lord and Savior, has been baptized by immersion subsequent to his profession of faith, and is in agreement with the statement of faith and the Constitution of this church shall be eligible for membership.

B. Application and Reception

In order to be received into membership, a person must complete a new member class, submit a membership application, complete an interview with an Elder, be approved by a vote of the Board of Elders, and have his name published in the church bulletin as a candidate for membership. (Note: members are responsible to express any concerns to the elders regarding a member candidate.) Then, the candidate will be presented to the congregation at a regularly scheduled worship service, in which he will affirm membership commitments before the congregation, and will then be received publicly into membership.

C. Denial of Membership

The Board of Elders shall deny membership to anyone not qualifying for membership in accordance with Sections V.A and V.B.

D. Responsibilities of Members

Members are expected to be faithful in all spiritual responsibilities essential to the Christian life, to live out the gospel under the Lordship of Jesus Christ, to exercise a mutual care for one another that includes holding one another accountable in the pursuit of holiness, to attend and participate regularly in the services and ministries of the church, to contribute consistently and generously in support of the work of this church including local expenses and missionary efforts, to honor Christ in their marriages and teach the Bible to their children, to seek the salvation of their family and acquaintances, and to submit to the loving leadership of the Elders.

E. Counseling

1. Confession

All Christians struggle with sin and the effect it has on their lives and their relationships (Jas. 3:2; Gal. 5:16-26). The church encourages and enjoins its members to make confession to and seek counsel from each other and especially from our pastoral counselors. Whenever a Christian is unable to overcome sinful attitudes or behaviors through private efforts, God commands that he should seek assistance from other members, or from the Elders, who have the responsibility of providing pastoral counseling and oversight (see Rom. 15:14; Gal. 6:1-2; Col. 3:16; 2 Tim. 3:16-4:2; Heb. 10:24-25; 13:17; Jas. 5:16).

2. Counseling Based on Scripture Only

We believe that the Bible provides thorough guidance and instruction for faith and life (the sufficiency of Scripture, 2 Tim. 3:16-17). Therefore, counsel provided by the Elders, or members acting on their behalf, is in accordance with scriptural teaching, principles, and methodology.

3. Counseling by Professionals

Although some members of the church may work in professional fields outside the church, when serving as pastoral or lay counselors within the church they do not provide the same kind of professional advice and services that they do in their professional practice. Therefore, members who have significant legal, financial, medical, or other technical questions should seek advice from independent professionals. Our pastoral and lay counselors shall be available to cooperate with such advisors and help members to consider their advice in the light of relevant scriptural principles.

4. Confidentiality

Although confidentiality is to be respected as much as possible, there are times when it is appropriate to reveal certain information to others. In particular, when the Elders of this

church believe it to be biblically necessary, they may disclose confidential information to appropriate people in the following circumstances:

a. Uncertainty

When an Elder is uncertain of how to counsel a person about a particular problem and needs to seek advice from other Elders in this church or, if the person attends another like-minded church, from the leaders of that church (see Prov. 11:14; 13:10; 15:22; 19:20; 20:18; Matt. 18:15-17);

b. Danger

When the person who disclosed the information or any other person is in imminent danger of serious harm unless others intervene (see Prov. 24:11-12);

c. Refusal to Repent

When a person refuses to repent of sin and it becomes necessary to institute disciplinary proceedings (see Matt. 18:15-20 and Section V.F.) or to seek the assistance of individuals or agencies outside this church as referred by the church elders; and

d. Legal Requirements

When required by law (see e.g., Rom. 13:1-5).

F. Discipline and Restoration of Members

1. Purpose

The threefold purpose of church discipline is to:

- a. Glorify God by maintaining purity in the local church (1 Cor. 5:6);
- b. Edify believers by deterring sin (1 Tim. 5:20); and
- c. Promote the spiritual welfare of the offending believer by calling him to return to a biblical standard of doctrine and conduct (Gal. 6:1).

2. Erring in Doctrine or Conduct

Members of the church who knowingly attempt to propagate false doctrine, or who engage in conduct that violates Scripture as determined by the Board of Elders, shall be subject to church discipline including dismissal according to Matt. 18:15-18. Before such dismissal, however, it shall be the responsibility of any member of this church who has knowledge of the erring individual's promotion of doctrinal error or misconduct to warn and correct such erring individual in private (the first stage of church discipline), seeking his repentance and restoration (Gal. 6:1-2, Jas. 5:19-20).

3. Second Warning

If the erring member does not heed the first warning, then the warning member shall again go to the erring individual, seeking his repentance, accompanied by one or two individuals who shall confirm that the sin has occurred or is continuing to occur, and that the erring individual has been appropriately warned and has refused to repent (the second stage of church discipline).

4. Refusal to Repent

If the erring individual still refuses to heed this second warning, then it shall be brought to the attention of the Board of Elders.

5. Congregational Consideration

If the Board of Elders determines after thorough investigation (in accord with the procedures prescribed by pertinent Scripture, including Matt. 18:15-18, 1 Tim. 5:19, and Titus 3:10) that there is corroborating evidence that the erring member has sinned or is continuing to sin; that he has been appropriately warned, and that he has refused to repent; then the Elders shall inform the congregation of the erring member at a regularly scheduled meeting or worship service in order that the church may call the erring member to repentance (the third stage of church discipline). If the erring member then demonstrates repentance, notice to the congregation of the repentance shall be given at a regularly-scheduled meeting or worship service. If, however, the erring individual does not repent in response to the church in its collective call to repentance, then he shall be publicly dismissed from the membership of the church at a regularly scheduled meeting or worship service (the fourth stage of church discipline).

6. Repentance

If, after such dismissal, the erring individual comes to demonstrate repentance, and requests reinstatement before the Board of Elders, then he shall be publicly restored to membership.

7. No Appeal to Civil Courts and Special Cases

The members of this church agree that there shall be no appeal to any court because of the dismissal or because of public statements to the congregation at the third or fourth stages of church discipline. Members who are under discipline by the church, as defined in the previous paragraphs, forfeit and waive their right to resign from this church.

Notwithstanding the foregoing, in the event of a serious and immediate threat to the church, the Elders in the exercise of their discretion may proceed directly to the third stage of church discipline or to the fourth stage of church discipline when one or more of the following have occurred:

- a. Where the transgression and the refusal to repent have been public, i.e., openly and to the offense of the whole church (1 Cor. 5:1-5);

b. Where the disciplined party has taught or otherwise disseminated doctrine deemed false or erroneous by the Elders, then chosen to disregard the direction and reproof of the Elders (Rom. 16:17); and

c. Where the disciplined party has been warned twice to cease from factious and divisive conduct and has chosen to disregard that warning (Titus 3:10–11).

8. Resignations

Resignations from membership are possible only by members who are in good standing and who are not under any disciplinary action.

G. Removal of Members

1. At Own Request

Members may be removed from membership at their own request by informing the Board of Elders of their intention to withdraw. If a member requests to withdraw because of specific problems or disappointments with the church, the Board of Elders shall attempt to resolve these matters so that the member may remain in the church and enjoy greater fruitfulness and personal spiritual growth. If the Board of Elders is unable to resolve these matters, it shall offer to assist the member in locating another church of like faith and practice.

2. No Removal if Under Discipline

If it appears to the Board of Elders that a member has requested removal merely to avoid church discipline, that request shall not be granted until the disciplinary process has been properly concluded. Any member that has been publicly dismissed from membership according to the church discipline process outlined above will be removed officially from the membership roll.

3. Prolonged Absence

A member who has been absent from the church for a period of six months without demonstrating an interest through communication with the church or by contributing to its support and who indicates no interest, may be dropped from the membership roll of the church by the Board of Elders.

VI. AUTHORITY AND GOVERNMENT

As under-shepherds of the Lord Jesus Christ, who is the Chief Shepherd, the Elders are responsible for the shepherding and oversight of the flock (1 Tim. 5:17; 1 Pet. 5:1–4). The Elders are the highest governing body of the church under Christ (Heb.13:17). For the purposes of doctrine, practice, policy, and discipline, the Elders are the church's final interpretive authority on the Bible's meaning and application. While exercising authority over the membership of the church on behalf of the Lord Jesus Christ, the membership has the obligation not only to submit to that authority, but to hold the Elders accountable through input, affirmation, and appeal (1 Thes. 5:12–13; Heb. 13:17). All binding decisions or commitments shall be under the sole authority of

the Elders, albeit with the communication of such decisions and commitments to the congregation and consideration of all input and appeals.

VII. ELDERS

A. Responsibilities of the Elders

The governing body of Pleasant Valley Bible Church shall be the Elders who are charged with the responsibility for leadership, teaching, shepherding, and oversight of the flock. The Board of Elders shall have the power and authority to make rules and regulations that are not in conflict with the laws of the State of California and/or this Constitution. The Board of Elders shall manage the business affairs of the corporation, oversee all matters concerning the public worship, and it shall implement the best measures for promoting the spiritual growth and evangelistic witness of the congregation. It shall receive, dismiss, and exercise discipline over the members of the church; supervise the activities of the Diaconate and all other groups, organizations, committees, and ministries of the congregation; and have final authority over the use of the church property.

However, with the following issues the Elders shall submit their proposals to the church members for the members' prayerful evaluation and comment for the period of one month prior to any action being taken:

1. The hiring of any full-time pastoral staff;
2. Any commitment to buy, sell, incur indebtedness, trade, pledge, hypothecate or secure any land or assets in excess of fifty thousand dollars (\$50,000) in value;
3. Any changes to the Statement of Faith, and the church doctrinal statement, *What We Teach*;
4. Any changes to this Constitution.

B. Composition of the Board of Elders

The Board of Elders shall consist of Lay Elders and Staff Elders [the Senior Pastor and Associate Pastor(s)].

There shall be no less than one Lay Elder and one Staff Elder serving on the Board at all times. Otherwise, all matters will be decided by congregational vote, and accountability for oversight shall be sought from the Elders of a church of like faith and practice until additional Elders are able to be identified and installed.

C. Officers of the Corporation

The Board of Elders shall choose its own Chairman, Vice-Chairman, Secretary, and Treasurer from among its lay members, and may designate a non-elder as Treasurer. The Board may also function without a Vice-Chairman if it so chooses. The officers of the Corporation shall be chosen annually by, and shall serve at, the pleasure of the Elder Board. In the case of absence

or inability to act of any officer of the Corporation, the Elders may delegate the powers or duties of such officer to any other officer or other Elder whom they may select.

D. Meetings of the Board of Elders

The Board of Elders shall meet at least monthly and shall convene at the call of the Chairman, the Senior Pastor, any two members of the Board of Elders, or as determined upon its own adjournment. Either oral or written notice, including the date and time, and place of a meeting, shall be given at least one day before the meeting.

E. Quorum Necessary to Conduct Business

Fifty percent of the current members of the Board comprise a quorum. In no case may the Board of Elders conduct its business with less than a quorum (fifty percent) present.

F. Mid-Year Appointments

If at any time an Elder is unable to fulfill his term, the Board may appoint, from among the church membership, a qualified replacement for the unexpired term.

If at any time the Board determines the need exists for additional Elders, the Board may appoint, from among the church membership, a qualified candidate or candidates as the case may be, the appointment(s) to be affirmed by the church membership at a special congregational meeting. Any newly appointed Elder will be a non-voting Board member until affirmed by the church membership.

G. Chairman of the Board of Elders

The Chairman of the Board of Elders shall be a Lay Elder and shall also be the Executive Officer (President) of the Corporation. The Chairman shall be subject to the control of the Board of Elders, and shall in general supervise and control, in good faith, all of the business affairs of the church. The Chairman shall preside at all meetings of the members of the congregation and of the Board of Elders. The Chairman may sign, with the Secretary or any other proper officer of the church that the Board of Elders has authorized, corporation deeds, mortgages, bonds, contracts, or other Board of Elder authorized instruments.

H. Vice Chairman of the Board of Elders

The Vice Chairman of the Board of Elders shall be a Lay Elder and shall perform, in good faith, the Chairman's responsibilities if the Chairman is absent, dies, or is unable or refuses to act. If the Vice Chairman acts in the absence of the Chairman, the Vice Chairman shall have all of the powers of and be subject to all the restrictions upon the Chairman.

I. Secretary of the Board of Elders

The Secretary shall be a Lay Elder and oversee and maintain the minutes of the proceedings of the Board of Elders and the Congregational business meetings. He shall see that all notices are

served in accordance with this Constitution, be custodian of the church and corporate records, and perform all duties that the Chairman or the Board of Elders may assign to the Secretary. If there is no Chairman or Vice Chairman or they are unable or refuse to act, then the Secretary shall perform the duties of the Chairman.

J. Treasurer of the Board of Elders

The Treasurer may be a Lay Elder or member of the church and shall oversee and have charge and custody of and be responsible for all funds and securities of the church. He shall receive and give receipts for monies due and payable to the church from any source, and deposit all monies in the church's name in banks, trust companies, or other depositories that the Board of Elders shall select and perform all of the duties incident to the office of Treasurer and any other duties that the Chairman, or the Board of Elders may assign to the Treasurer.

K. Committees

The Board of Elders may establish such committees as it deems necessary to carry on the work of the church.

L. Voting

Decisions of the Board of Elders shall be reached after prayerful consideration by unanimous vote in a spirit of humility, with each Elder regarding one another before himself. The Senior Pastor and any Associate Pastor(s) appointed to the Board of Elders shall be voting members. However, when matters pertaining to salary and benefits of any Staff Elder are in discussion, Staff Elders will be excluded from subsequent voting.

M. Other Elder Authorities

1. Arbitration of Disputes

The Board of Elders shall be available to assist in disputes arising between church members, pastors, or staff pertaining to any matters of spiritual teaching or practice.

2. Audits

The Board of Elders shall implement an independent financial review (independent of the Board of Elders) at a minimum of every five years.

VIII. STAFF ELDERS

A. Senior Pastor

1. Selection

The Senior Pastor of the church shall be selected by a unanimous vote of the Board of Elders and affirmed by the members of the church at a Business Meeting called in accordance with the provisions of Sections XII.D and XII.E and such affirmation shall require a seventy-five

percent (75%) majority of all votes cast. Should the candidate receive less than 75% affirmation, the Elder Board will reevaluate his candidacy and report its conclusions at a duly called special meeting. Once affirmed, he is entitled to remain in office for an indefinite period of time.

2. Qualifications

The Senior Pastor shall be an ordained minister or a man who can qualify for ordination by examination. He shall meet the qualifications for Elder, as outlined in IX.B.2, with the exception of the one-year Church Membership requirement.

3. Responsibilities

It is the responsibility of the Senior Pastor, as Christ's shepherd, to spiritually feed and care for the congregation, and with the other Elders to lead them in all the service of Christ. He is to conduct the public worship of God, to pray with and for the congregation, and to shepherd them by the preaching of the Word of God. He is to teach, convince, reprove, exhort, comfort, and evangelize, expounding and applying the truth of scripture with authority, as a diligent workman approved by God, to administer the ordinances, to train the congregation to be faithful servants of Christ, and to make known the gospel to the lost. He shall be responsible for the supervision of the pastoral and office staff. He shall be a member of and be responsible to the Board of Elders, and shall be evaluated on an annual basis by the Lay Elders.

4. Resignation

The Senior Pastor may resign his office upon thirty (30) days notification in writing. He shall first give his resignation to the Board of Elders before it is presented to the church. The thirty days may be shortened by mutual consent between the Pastor and the Elders.

5. Dismissal by the Board

The Board of Elders may request the Senior Pastor's resignation upon giving him thirty (30) days notification in writing. The Board shall also have the authority to require the Senior Pastor to step down, immediately, in which case the church would continue normal remuneration for a period of thirty (30) days following dismissal.

6. Right of Appeal of Board Dismissal

The Senior Pastor shall have the right to appeal a decision to dismiss him by the Board of Elders at a special congregational meeting called in accordance with Sections XII.D and XII.E. During the appeal process, the Board of Elders may suspend the Senior Pastor (with pay) from his pastoral responsibilities. He may request a vote of confidence at that time, which shall be by written ballot. If at least seventy-five percent (75%) of those voting support the Pastor against dismissal, the Pastor shall not be dismissed, pending the following: the Board of Elders will reevaluate his dismissal, and report its conclusions at a duly called special meeting within thirty (30) days. The decision of the Board of Elders will be final.

7. Dismissal Initiated through Congregational Request

The congregation may request the Senior Pastor's resignation by following the procedure for congregational request for the removal of an Elder, described in Section IX.D. In case the dismissal is first affirmed by the congregation, then approved by the Elder Board, the church would continue normal remuneration for a period of thirty (30) days following dismissal, assuming such remuneration is possible.

B. Associate Pastor(s)

1. Selection, Qualification, and Dismissal

The selection, qualifications, and dismissal of Associate Pastors shall be similar to that of the Senior Pastor in accordance with Section VIII.A and its subparagraphs.

2. Responsibilities

The Associate Pastor(s) shall perform the duties as enumerated with their call. They shall be responsible to the Board of Elders, and will serve immediately as Elders. The Associate Pastor(s) will work in cooperation with, and under the direction of, the Senior Pastor, or a Staff Pastor appointed by him, and shall defer to the Senior Pastor in all matters.

IX. LAY ELDERS

A. Responsibilities

1. Leading the Church

Lay Elders, individually and jointly with the Staff Elders, are to lead the church in the service of Christ. They are to watch diligently over the people committed to their charge to prevent corruption of doctrine and morals. They should pray with and for the congregation. They should have particular concern for the doctrine and conduct of the Pastor and help him in his labors.

2. Spiritual Leadership

The Lay Elders are to set the tone of the church by being godly examples to the flock. They must exercise true spiritual leadership, including prayerful consideration with all decisions of the Board. Such decisions must be made in the light of all relevant scriptures and in a spirit of humility, with each Elder regarding one another before himself.

B. Qualifications

1. Church Membership and Training

In order to be eligible for selection, a man shall have been a member in good standing in the church for at least one year, and shall have been attending the church for a minimum of two years consecutively. He shall first receive appropriate training under the direction of the Senior Pastor, and in particular, he must finish the Theological Foundations For Leadership

(TFFL) course before consideration. Additional training under the direction or with the approval of the other Elders is also expected. The man must show exceptional leadership abilities for at least one year prior to candidacy, and in particular, must demonstrate skill in teaching God's word. He shall meet the qualifications for Elder, as outlined in Section IX.B.2, and must be approved unanimously by the Board of Elders.

2. Biblical Qualifications

Each member of the Board of Elders (including the Staff Pastors) must possess the qualifications described in 1 Timothy 3:1-7 and Titus 1:6-9. He shall be:

1. Blameless (above reproach) as a steward of God;
2. Husband of one wife (if married, a "one-woman man," devoted to his wife, not flirtatious);
3. Temperate (sober, vigilant);
4. Sober-minded (prudent);
5. Of good behavior (orderly, respectable);
6. Given to hospitality;
7. Able to teach (skilled at teaching God's word);
8. Not addicted to much wine;
9. Not violent (pugnacious);
10. Patient (moderate, forbearing, gentle);
11. Not a brawler (uncontentious, not soon to anger, not quick tempered);
12. Not covetous (not a lover of money);
13. Rules his own house well;
14. Not a novice (not a new convert);
15. Has a good reputation with outsiders;
16. Not self-willed;
17. A lover of good (people and things);
18. Just (fair);
19. Holy (devout); and
20. Self-controlled.

C. Nomination, Selection, and Tenure of Office

Recommendations to fill the office of Elder shall be requested once a year from the congregation. The Board of Elders may also add nominations, and shall review all nominations and determine each nominee's qualifications. A candidate must receive a unanimous Elder vote to be selected. A proposed slate of selected candidates shall be posted at least three weeks prior to the annual meeting. Any candidate not affirmed by a majority of the voting members present will be reevaluated by the Elder Board, with its conclusions presented at a duly called special meeting. The newly affirmed Elders shall assume office at the beginning of the church year. Provided that an Elder meets all biblical qualifications for serving in that capacity, there are no required or defined limits on his term of office.

D. Removal of Elders from Office

Any Elder may be removed from office by the remainder of the Board of Elders by a unanimous vote with the Elder in question being excluded from the vote. If an Elder is determined to be disqualified by not meeting the requirements as set forth in 1 Tim. 3:1-7 and Titus 1:5-9, or if he becomes physically or mentally unqualified, he may be so removed. Further, a request for the removal of an Elder may also be made by the congregation, at any Annual or Special meeting, by a seventy-five percent (75%) vote of the members present, providing notification of the proposed vote to remove an Elder has been communicated to every member of the congregation at least three (3) weeks prior to the meeting in which the vote will be taken. The Elder Board will evaluate and respond to the congregational request at a duly planned special meeting for that purpose.

X. DIACONATE

A. Responsibilities

The Diaconate shall consist of Deacons and Deaconesses who will meet on a consistent basis and show forth the compassion of Christ in a ministry toward the saints and strangers on behalf of the church. They shall assist the Elders in the shepherding of the congregation, assist in the care of the sick and needy, aid in the general care of the church, assist the Pastor with the preparation for the communion, baptism, and funeral services, and perform such duties as are assigned by the Pastor or Board of Elders.

B. Qualifications

The Diaconate shall be members for a minimum of one year possessing the qualifications described in 1 Tim. 3:8-13. A Deacon shall be a man of dignity, not double tongued, not addicted to much wine, not fond of sordid gain, holding to the mystery of the faith with a clear conscience, first tested and found beyond reproach. A Deaconess shall be dignified, not a malicious gossip, temperate, and faithful in all things.

C. Nomination, Selection, and Term

The Board of Elders will compile and confirm the nominations, and submit the names to the members of the congregation at the annual meeting for affirmation. The newly affirmed Deacons and Deaconesses will assume office at the beginning of the church year and serve a one-year term.

D. Vacancies

In the event any of the Diaconate positions become vacant, the Board of Elders may, at its sole discretion, appoint a replacement for such vacancy for the unexpired term.

E. Deacon's Fund

The Diaconate shall maintain a Deacon's Benevolence Fund and be responsible for the distribution of the fund to those in need. The details of the Deacons' Fund shall be confidential, but a summary of the Fund shall be included in the annual report.

F. Chairman of The Diaconate

The Board of Elders shall select an Elder to serve as the Chairman of the Diaconate.

XI. MINISTERIAL STAFF

These are persons who are employed for specialist ministerial responsibilities, and who may or may not be ordained.

They shall meet the qualifications for church leader, as outlined in 1 Timothy 3:8-13, and they shall possess the appropriate education and/or experience necessary to perform the responsibilities enumerated with their job description. They shall be responsible to the Board of Elders, which shall evaluate them on an annual basis. They shall defer to the Senior Pastor in all matters.

XII. MEETINGS

A. Annual Congregational Business Meeting

The Annual Meeting of the church members shall be held after the end of the church year, at the principal meeting place of the church at a date and time to be determined by the Board of Elders. At the Annual Meeting, the church members shall affirm the selection of Elders, Deacons and Deaconesses, shall affirm an annual Budget, and shall transact any other business as determined by the Board of Elders.

B. Special Business Meetings

Special meetings of the church shall be called at a date and time to be determined by the Board of Elders whenever the Board of Elders deems it to be in the best interest of the church; at any time by the Senior Pastor, or by the Chairman.

C. Business Meeting Announcements

The date and time of all congregational meetings must be announced orally and in the church bulletin at least two (2) Sundays prior to the time set for the meeting, as well as the purpose for the meeting. Members must be present to vote. All discussion and action taken at all meetings will be limited to the published agenda.

D. Quorum

Twelve percent (12%) of the members shall constitute a quorum for the transaction of business except for the purchase, sale, or encumbrance of property, or the calling of or dismissal

of Pastoral Staff, when thirty-five percent (35%) of the eligible voting members shall constitute a quorum. Unless provided otherwise in this Constitution, a majority vote of those in attendance, a proper quorum being present, is sufficient to decide matters brought forth at said meetings. Members must be at least sixteen (16) years of age to be eligible to vote.

E. Presiding Officer Of Meetings

The Chairman of the Board of Elders shall serve as Chairman in congregational meetings.

XIII. LIABILITIES

The extent of personal liability, if any, of Members of the Church or Pastoral Staff for corporate obligations and the methods of enforcement and collection are as follows: no officer or member of this corporation shall be personally liable for any corporate obligation.

XIV. CHURCH YEAR

The church year shall begin on the first day of July and close on the last day of June.

XV. AMENDMENTS

Thirty-five percent (35%) of the eligible voting members shall constitute a quorum for the purpose of amending the Constitution. A seventy-five percent (75%) vote of approval is required for any amendments. Copies of such proposed changes or amendments shall be made available to the Church membership, and one copy placed in the Church office at least fourteen (14) days prior to the meeting. Announcements of the posting of such proposed amendments or changes shall be made at least two Sundays prior to the meeting.

XVI. ADOPTION OF CONSTITUTION

By adoption of this Constitution the membership hereby rescinds all previously adopted constitutions, bylaws, and amendments.

XVII. DISSOLUTION

Upon dissolution of this Corporation, all of the assets remaining after payment of, or provision for, all of its liabilities shall be distributed or transferred to one or more exempt organizations, described in Section 501(c)(3) of the Internal Revenue Code, who hold similar purposes with this corporation as identified herein.

Certificate

I, the undersigned, as the Secretary of Pleasant Valley Bible Church (PVBC), do hereby certify that the above Constitution was adopted as the Constitution of PVBC by the Board of Elders of said Corporation in a duly noticed special meeting called on April 2, 2023. I further certify that the above Constitution was adopted by the members of the PVBC in said special meeting on the

same date, to wit, April 2, 2023. Said Constitution is, as of the date of the certification, the duly adopted and existing Constitution of this Corporation.

IN WITNESS WHEREOF, I have hereunto set my hand this 18th day of April 2023.

A handwritten signature in black ink, appearing to read 'Ted Chun', with a long horizontal flourish extending to the right.

Ted Chun, Secretary

Pleasant Valley Bible Church
1101 Ponderosa Drive
Camarillo, CA 93010
805-987-5051