



BYLAWS OF THE CONSTITUTION

ARTICLE 3

OFFICERS AND THEIR DUTIES

SECTION 1. The Officers of the Church will be the Chairman—Pastor, vice-Chairman—Head Elder, a Secretary, and a Treasurer.

SECTION 2. The Chairman will work closely with the other members of the Executive Board to protect, promote, and provide for the interests of the Church as led by the Holy Spirit. He will preside at all Board Meetings and sessions. The vice-Chairman will preside at meetings held when the Chairman—Pastor is absent.

SECTION 3. The Secretary shall keep the minutes of the Board Meetings, Business Meetings, Session Meetings and any other responsibility assigned to that person as a part of their office.

SECTION 4. The Treasurer is responsible for maintaining and recording all financial transactions of the Church including the receipt of tithes and offerings, the payment of any salaries or stipends approved by the Board, the payment of any expenses related to the operation of the Church, and the filing of any and all tax related documents both to the government and the donator.