Church Bylaws & Statement of Faith

January 2025

God's Word *preached.*

WOODLAND PARK
BIBLE CHURCH

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Bylaws & Statement of Faith

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Article I. Name and Location

The name of this church is Woodland Park Bible Church. This church is a nonprofit religious corporation under the laws of the State of California. The principal office is located at 1093 Rock Springs Road, San Marcos, CA 92069.

Article II. Purpose

Section 2.01 Our Mission

Our mission is to grow in the grace and knowledge of our Lord and Savior Jesus Christ to the glory of God. (2 Peter 3:18; Ephesians 4:15; Romans 11:36; Colossians 1:9-12; 2 Thessalonians 1:3-4; 1 Peter 2:2; Ephesians 1:18-19; Colossians 1:28)

Section 2.02 Our Vision

Our vision is to fulfill the great commission by proclaiming the gospel to unbelievers and bringing to maturity in Christ those whom God places in our charge. (Matthew 28:19-20; 1 Timothy 2:4; Luke 19:10; 2 Peter 3:9; Ephesians 4:11-16; Romans 14:19)

Section 2.03 Our Purpose

Worship:

> We believe that there is but one living and true God (Deuteronomy 6:4; Isaiah 45:5-7; 1 Corinthians. 8:4), an infinite, all-knowing Spirit (John 4:24), perfect in all His attributes, one in essence, eternally existing in three Persons - Father, Son, and Holy Spirit (Matthew 28:19; 2 Corinthians 13:14) - deserving worship and obedience.

Therefore, we worship God in spirit and in truth. In our corporate worship our focus is on the holiness, majesty, transcendence and glory of God. We praise Him for who He is and for what He has done (creation

- redemption). We intend our worship to ascribe worth and honor to God; any benefit to us is God's grace blessing our obedience in serving Him.

Training:

> We believe the Bible, consisting of the sixty-six books of the Old and New Testaments, is the verbally inspired (God breathed, 2 Timothy 3:16) plenary (inspired equally in all parts, 1 Corinthians 2:7-14; 2 Peter 1:20-21) infallible rule of faith and practice (Matthew 5:18). It is powerful (Hebrews 4:12) it is able to give wisdom unto salvation (2 Timothy 3:15) and sufficient to transform a believer's life from wickedness to godliness (Romans 12:1,2; 2 Peter 1:2-4).

Therefore, We teach the Bible and emphasize it in all our meetings, seeking to properly interpret and understand its meaning. Our desire is to apply biblical truth to our life, growing in conformity to Christ. We also encourage our members to read, study and apply scripture in their private devotions allowing the Holy Spirit to speak to them about issues in their personal life.

Article III. Statement of Faith

Section 3.01 The Authority of the Bible

We believe the Bible, consisting of the sixty-six books of the Old and New Testaments, is the verbally inspired Word of God, it is without error in the original writings, and is the complete, infallible, sufficient and final authority for faith and practice. (Matthew 5:18; John 17:17; 2 Timothy 3:16-17; 2 Peter 1:19-21; Revelation 22:18-19)

Section 3.02 The Triunity of God

We believe there is only one God, eternally existing in three Persons — Father, Son, and Holy Spirit — Who are co-equal in their essential nature, attributes, and perfection; and are worthy of the same worship, confidence, and obedience. (Genesis 1:1; Deuteronomy 6:4; Matthew 28:19, 20; John 1:1-4; Acts 5:3-4; Hebrews 1:1-3)

Section 3.03 The Person and Work of Jesus Christ

We believe Jesus Christ is God the Son, the promised Messiah, conceived in the flesh by the Holy Spirit, born of a virgin, true God and Man, without sin, and the only mediator between God and Man. (Isaiah 7:14, 9:6-7; Matthew 1:18-25; Mark 14:61-62; John 1:1-3, 14, 29, 5:18, 8:58, 10:30; 2 Corinthians 5:21; Philippians 2:5-11; Colossians 2:9; 1 Timothy 2:5; Hebrews 1:2-9, 2:14-15; 1 John 5:20)

Jesus Christ, through His death on the cross, paid for all sin, completely satisfied the righteous wrath of God against sin, and provided redemption and forgiveness for all who believe. After His death, Jesus Christ arose bodily from the dead, was seen by many during a period of forty days, and then ascended into Heaven where He is seated at the right hand of God as our Advocate and High Priest, from which place He will some day return to establish His Kingdom on earth. (Isaiah 53:5-6; Luke 24:36-43; John 1:18, 3:16, 20L25-28; Acts 1:6-11; Romans 3:21-26; 1 Corinthians 15:3-8, 20-23; Galatians 3:13; Colossians 1:13-14; 1 Thessalonians 4:13-18; Titus 2:13; 1 Peter 1:18-19, 2:24; 1 John 2:1-2; Revelation 20:6)

Section 3.04 The Ministry of the Holy Spirit

We believe the Holy Spirit is that Person of the Triune Godhead who convicts men of sin, causes spiritual birth, indwells, seals, sanctifies, guides, equips, teaches, and fills the believer, thus enabling him to walk in obedience to God and His Word. We believe that the foundational and authenticating gifts gradually ceased functioning as gifts as the New Testament Scriptures were completed, (John 3:5, 14:16-17, 26, 15:26-27, 16:7-15; Acts 1:8, 5:3-4; Romans 8:9, 14; 1 Corinthians 2:10-11, 6:11, 19, 12:4-13; 2 Corinthians 3:18; Galatians 5:16-18, 22-23; Ephesians 1:13-14, 4:30, 5:18-21; Ephesians 2:20; 1 Corinthians 13:9-12)

Section 3.05 The Creation and Fall of Man

We believe that man was created by God in His own image and is not the product of evolution. He fell into sin through personal disobedience to the revealed will of God, lost his spiritual life, and became dead in sins and corrupt in nature. As a result sin has been transmitted to the entire human race, Jesus Christ excepted, and thus every person born into the world is sinful in nature and practice, is unable to save himself, and faces eternal separation from God. (Genesis 1:26-28, 2:7, 28-24, 3:1-24, 9:6; Matthew 19:4; Mark 7:21-23; John 8:42-44; Romans 1:18, 3:10, 23, 5:1; Ephesians 2:1-3).

Section 3.06 The Salvation of Man

Eternal salvation from sin, death and hell is the free gift of God's grace. Christ voluntarily died as a substitutionary sacrifice for our sins and arose bodily from the dead, thus guaranteeing our own resurrection to eternal life. This salvation is not received by, nor based on, any sacrament, merit, or good work on our part. All who trust the Savior pass from death unto life, are forgiven of their sins, are accepted by the Father, and are born into His family by the regenerating work of the Holy Spirit through the Word of God. (John 1:11-13, 3:16, 5:24, 10:28-30, 14:6; Acts 16:31; Romans 3:23-26, 5:8, 6:23, 8:28, 10:9-10; Ephesians 2:8-10; Titus 3:5; Hebrew 7:24-45; 1 Peter 1:18-19; 1 John 5:11-13), We believe that election is the act of God by which, before the foundation of the world, He sovereignly chose in Christ those whom He graciously regenerates. Divine Election in no way destroys the responsibility of man since it comprehends all the means in connection with the end achieved. (John 6:37, 44; Acts 13:48; Galatians 6:7-8)

Section 3.07 The Destiny of Man

At Death, the redeemed pass immediately into the presence of Christ and there remain in joyful fellowship until their bodily resurrection unto life. The unsaved at death descend immediately into hades where they are kept under punishment until their bodily resurrection resulting in eternal damnation. (Daniel 12:2; Luke 16:22-23, 23:43; 2 Corinthians 5:8; Philippians 3:10, 11, 21; Revelation 20:11-15)

Section 3.08 The Nature and Organization of the Church

We believe that all who have placed their faith in Christ are united together immediately by the Holy Spirit into one spiritual body, the church, of which Christ is the Head. This body was formed on the day of Pentecost and will be completed at the coming of Christ for His own. In addition, the members of this one spiritual body are directed to associate themselves together in local churches for instruction, worship, prayer, fellowship, service, and the administration of the ordinances of baptism and the Lord's supper. (Matthew 16:18; Acts 2:41-47; 1 Corinthians 11:2326, 12:13; Ephesians 1:22-23, 4:3; Colossians 1:18; Hebrews 10:25)

These local independent churches have been given the needed authority and scriptural guidelines for administering that order, discipline, and worship which Christ, the sovereign head, has appointed. The

biblically designated officers serving under Christ and over the church are pastors/overseers and deacons. (Acts 6:1-6; 1 Corinthians 14:40; Ephesians 4:11-12; 1 Timothy 3:1-13; Titus 1:5-9; 1 Peter 5:1-5)

Section 3.09 Future Events

We believe that one of the coming great events in the fulfillment of prophecy is the personal, bodily return of the Lord to remove from the earth His waiting church and to reward them according to their works. (John 14:2-3; Romans 14:10-12; 1 Corinthians 3:11-15, 15:51-53; 2 Corinthians 5:10; 1 Thessalonians 4:15-17; Titus 2:11-13; Revelation 3:10)

We believe that another event yet to come is the seven-year period of tribulation during which the judgments of God will be poured out upon the unbelieving world. These judgments will climax with the return of Christ in glory to the earth. He will destroy His enemies and restore Israel to her land. (Daniel 9:27, 12:1; Jeremiah 30:7; Matthew 24:15-31, 25:31-46; 2 Thessalonians 2:7-12; Revelation 16:1-19, 21, 19:1-21)

We believe that Christ will then establish His thousand-year kingdom in which the saints will reign with Him over Israel and all the nations of the earth. (Deuteronomy 30:1-10; Isaiah 11:1-16, 65:17-25; Ezekiel 37:21-28; Revelation 19:11, 20:1-6)

At the close of the thousand year reign the unsaved dead will be raised and committed to eternal punishment and the saved will enter the eternal state of glory with God. (Mark 9:43-48; 1 Corinthians 15:24-28; 2 Thessalonians 1:9, 2 Peter 3:10-13; Revelation 20:11-15, 21:1-4, 22:5, 11)

Section 3.10 Marriage

Believing the Bible to be inspired by God (2 Timothy 3:16), it is our church's conviction that God created man and woman as unique biological persons designed to complete each other (Genesis 2:18, 23). He instituted monogamous marriage between male and female as the foundation of the family and the basic structure of human society (Gen. 2:20-24. Jesus Christ reinforces this teaching in Mark 10:6-9).

Thus, in a Christian wedding ceremony, which precedes the marriage relationship, the groom and bride publicly declare their love and commitment to one another before God, family, and friends. Following

their exchange of vows (mutual covenant), they are pronounced husband and wife, according to the Father, the Son, and the Holy Spirit. This Christian tradition honors the truth of Scripture (Genesis 2:24).

Sexual intercourse within the marriage relationship is regarded as good and honorable (Heb. 13:4; 1 Cor. 7:3-5). In their sexual consummation, the two become "one flesh," whereupon, God joins them together into a permanent relationship (Matthew 19:6). Consequently, marriage is exclusively the union of one genetic male and one genetic female. Sexual behavior outside the marriage relationship, including adultery, incest, child molestation, prostitution, and homosexuality, is expressly forbidden (1 Corinthians 6:9; Romans 1:26-27).

Article IV. Ordinances

We believe that Christ has commanded us to observe two New Testament ordinances, these include water baptism and the Lord's Supper. These are observed in obedience to our Lord as acts of love and devotion, and are not set forth as conditions of salvation. Christian baptism is the immersion of a believer in water in the name of the triune God and is an outward testimony of his belief in the death, burial and resurrection of the Lord Jesus Christ. Likewise, Christ instituted the Lord's supper for commemoration of His atoning death. The elements are symbols of his body and shed blood. (Matthew 28:16-20; Luke 22:19-20; Acts 2:41, 10:47-48; 1 Corinthians 11:23-29)

Article V. Membership

Section 5.01 Qualification

The membership of this church shall consist only of persons who give credible evidence of regeneration, who have been baptized by immersion following a profession of faith in the Lord Jesus Christ as their own personal Savior, accept the Bible as their final authority, and who are in general agreement with and committed to the spiritual principles announced and set forth in Article III of these Bylaws and Statement of Faith.

Section 5.02 Applicants

A person wishing to join Woodland Park Bible Church must give their testimony of faith in Jesus Christ and confirm their Christian baptism. Upon completion of the new members class and examination by the Pastors/Overseers or their designated deacons, the candidates will be approved for membership and presented to the church.

Section 5.03 Categories

Active Member Roll

This roll shall consist of all members, including children, who manifest consistent interest in the Church by regular attendance and financial support. Those who cannot support the Church or regularly attend services because of illness or age, those in Christian work whose duties require them to be absent from the Church, and those whose studies or occupation require their temporary residence in another locality shall also remain on the roll upon their desire and approval of the Pastors/Overseers. For voting purposes, members 18 years and older shall be considered voting members.

Associate Member Roll

Members on this roll shall be non-voting and unable to hold an office but recognized as qualified servants able to minister and teach. This roll may include missionaries and other Christian worker whose duties require them to unite with another church or students, servicemen, and others who are here on temporary residence and wish to retain a membership at another like minded church.

Section 5.04 Termination of Membership

A. Termination of membership from this church may occur by request of the member. A letter of termination can be provided if the member is in good standing at the time of the request.

B. Termination can occur for inactivity: any person inactive for a period of twelve months shall be removed from the rolls.

C. Termination can also occur if any member is out of harmony with the doctrine and practices of this Church or whose conduct is unbecoming of a believer in Christ. This shall occur in accordance with Article VI titled Discipline.

Article VI. Discipline

Section 6.01 Purpose

The purpose of church discipline is to restore, if possible, an erring brother or sister and has for its aim the welfare and purity of the church, the spiritual growth of the sinning member, and the glory of God. The holiness of God demands discipline within the church. Discipline shall be conducted in the spirit of meekness and love and in accordance with biblical guidelines. (1 Corinthians 5:6,7; Ephesians 4:13; 1 Timothy 5:20; Hebrews 12:11; 1 Peter 1:15,16; 2:12)

Section 6.02 Authority

The authority to Discipline comes from the Lord Jesus Christ and from the apostles. (Matthew 18:15-18; 1 Corinthians 5:11; Galatians 6:1; 2 Thessalonians 3:6-15; 1 Timothy 5:20; Titus 3:10)

Section 6.03 Procedure

Members of this church and all other professing Christians who regularly attend or fellowship with this church who err in doctrine, or who engage in conduct that violates Scripture as determined by the Pastors/Overseers, shall be subject to church discipline, including dismissal according to Matthew 18:15-18.

A. It shall be the duty of any member of this church who has knowledge of the erring person's sin to warn and correct such person in private, seeking his repentance and restoration. If the erring person does not heed this warning, then

B. The warning member shall again go to the erring person, seeking his repentance, but accompanied by one or two witnesses who shall confirm that the sin has occurred or is

continuing to occur, and to seek the person's repentance and restoration. If the person continues to persist in this sin, then

C. It shall be brought to the attention of the Board of Overseers. If they determine - after thorough investigation in accord with the procedures prescribed by Scripture (Matthew 18:15-18; 1 Timothy 5:19; Titus 3:10), that there is evidence that the erring person has sinned and refuses to repent, then

D. The Board of Overseers shall inform the church and the congregation shall seek to call the erring person to repentance. If they repent, notice shall be given at a regular meeting of the church. If the person, after ample time and compulsion from the church does not repent, then

E. The Board of Overseers shall publicly dismiss the erring person from the fellowship and membership of the church and the congregation shall be informed at a regularly scheduled worship service. If the erring person heeds the warning after the dismissal, demonstrates repentance, and requests reinstatement, they shall come before the Board of Overseers and express such. Upon approval of the Board, the person under discipline will be publicly restored to all the rights, duties, privileges, and responsibilities of fellowship and membership as time and maturity allows.

F. Members who are under discipline forfeit and waive the right to resign from this church. Resignations from membership are possible only by members who are in good standing and who are not under any disciplinary action.

G. The members of this church, and all other professing Christians who regularly attend or fellowship with 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.

Article VII. Overseers

Section 7.01 Authority

The governing body of this church shall be known as the Board of Overseers, which shall consist of a plurality of godly men who meet the biblical qualifications described in 1 Timothy 3:1-7 and Titus 1:6-9 and who are identified and affirmed by the membership of the church at the annual meeting.

Section 7.02 Duties

The Overseers are responsible for shepherding, guarding and overseeing the church. Their duties shall consist of the following:

A. To exercise oversight and supervision over the work of the church including the establishment of policies to further the purpose of the church and to care for the spiritual welfare of the members of the church. (1 Timothy 3:4,5; 5:17; Titus 1:13; Hebrews 13:17; 1 Peter 5:1-5)

B. To select and remove all the officers, agents, staff, and employees of the church; prescribe such duties for them consistent with the Scriptures, with law, with the Articles of Incorporation, or with these Bylaws; and fix the terms of their offices and their compensation.

C. To make such disbursements from the funds and properties of the church as are required to fulfill the purposes of this church as are more fully set out in the Statement of Faith and Purpose and to conduct, manage, and control the activities and affairs of the church and to make such rules and regulations consistent with the Scriptures as they deem best.

D. To assist the Pastor-Teacher in the administration of the worship services including the ordinances of baptism and The Lord's Supper. The Board will also administrate the supplying of the pulpit in the absence of the Pastor-Teacher.

E. To carry on a business and apply any such profit that results from the business activity in which it may legally engage.

F. To guard the truth of the Scriptures and apply them to life situations. (1 Timothy 3:2; Titus 1:9)

G. To shepherd the members of the Church. To pray for the weak, and to minister the Word of God. (Acts 20:28; James 5:14,15)

H. To select and evaluate such foreign and local missionaries who are in agreement with our Statement of Faith and who the Overseers believe will further the purpose of our church in fulfilling the Great Commission.

I. To interview and recommend to the congregation a new Pastor-Teacher or Associate Pastor(s) as needed.

Section 7.03 Nomination, Selection, and Tenure of Office

Recommendations to fill the office of Overseer shall be requested once a year from all church members. A Nominating Committee consisting of not less than five (5) active church members shall be appointed by the Board of Overseers, who will also designate a chairman of the committee. This committee shall review all nominations and determine each nominee's qualifications. Members of the nominating committee may be nominees, but no committee member shall nominate himself. The Board of Overseers shall then submit a proposed slate of nominees prepared by the nominating committee to the pastors and staff members designated for their review and comment. Upon receiving these comments, the nominating committee will submit the slate of nominees (which may be revised) to the Board of Overseers, along with any relevant comments. The Board shall then approve, disapprove, or add to the list of nominees. The secretary shall publicly post the nominees approved by the Overseers in alphabetical order at least three weeks prior to the Annual Meeting of the church members. At this meeting, the slate of nominees shall be presented to the members to affirm the decision of the Overseers. If the slate of nominees is affirmed, the newly elected Overseers shall assume office immediately. Each Overseer shall serve until the next Annual Meeting.

Section 7.04 Removal of Overseers

Any Overseer may be removed from office at any regular or special meeting of the Board if he is found to be physically or mentally incapacitated or spiritually unqualified according to Scripture, (1 Timothy 3:1-7;

Titus 1:5-9), after thorough corroborating investigation by the Overseers. This process shall be carried out in accordance with Scripture including Matthew 18:15-18 and 1 Timothy 5:19. When an Overseer is removed because of sin that is deemed sufficient to disqualify him from shepherding, and if he refuses to repent from that sin, the removal shall be accompanied by a public rebuke, and notice shall be made before the church at a regularly scheduled worship service as prescribed in 1 Timothy 5:20. The Overseer being considered for removal shall be excluded from voting on the matter.

Section 7.05 Meetings

Meetings may be held at any location agreed upon by the Board within or without the State of California. Regular meetings of the Board shall be held without call or notice at a regularly scheduled meeting each month, unless otherwise modified by the Board. Regular meetings shall be open to church members. Special Meetings of the Board of Overseers may be called at any time by order of the Chairman, Vice-Chairman, or the Secretary of the Board, or by a quorum of the members of the Board.

At the first meeting of the Board of Overseers after the annual congregational business meeting, the lay Overseers shall elect from among their members a chairman, a vice-chairman, a treasurer, and a secretary. The pastor shall moderate the meetings of the Board in the absence of the chairman and vice-chairman. The Board shall establish the schedule of regular meetings for the year at the first meeting.

Section 7.06 Quorum

A majority of the Overseers currently serving shall constitute a quorum. A majority of the Overseers present, whether or not a quorum is present may adjourn any meeting to another time and place. Whenever the matter to be considered concerns calling or dismissing a pastor, or buying or selling real estate, a quorum shall consist of not less than two-thirds of the members of the Board. Whenever the matter to be considered is of a nature to require action by lay members only, a majority of the Lay members currently serving shall constitute a quorum.

Section 7.07 Decisions of the Board of Overseers

Decisions shall be reached after prayerful consideration by unanimous vote in a spirit of humility, with each Overseer regarding one another before himself.

Section 7.08 Compensation

Overseers as such shall not receive any stated or fixed salary for their services, however, nothing herein contained shall be construed to preclude any Overseer from serving the church in any other capacity and receiving compensation.

Any person receiving compensation directly or indirectly from Woodland Park Bible Church shall not be in a position to determine the nature or amount of said compensation.

Article VIII. Other Councils and Ministers

Section 8.01 Selection of Deacons and Deaconesses

The Deacons shall consist of members identified and affirmed by the congregation who possess the qualifications described in 1 Timothy 3:8-13. The Nominating committee defined in section 7.03 shall compile the nominations from the congregation and submit the names to the Board of Overseers prior to the Annual Congregational Meeting. Upon approval by the Board the list shall be posted for the congregation three weeks prior to the Annual Meeting for the affirmation of the members.

Section 8.02 Duties of Deacons

Deacons shall assist the Overseers in the shepherding of the saints, assist with the Lord's Supper and baptismal services, aid in the general spiritual care of the church, and perform other ministry and service to the church with the direction from the Board of Overseers. Ushers shall serve as greeters at the door, church collectors, and assist the Pastors in the carrying out of the worship services in such matters as is deemed necessary. The ushers shall meet the qualifications enumerated for a Deacon in 1 Timothy 3:8-13.

Section 8.03 Duties of Deaconesses

Deaconesses shall consist of members possessing the qualifications described in 1 Timothy 3:11 and Titus 2:3-5 and shall be nominated by members of the church in the same process as Deacons. They shall prepare the Communion elements, assist the Pastor at baptismal services and in the general spiritual care of the

church pertaining to biblical guidelines for women (1 Timothy 2:9-15; Titus 2:3-5), and shall assist in the care of the sick and needy and in the teaching of younger women.

Article IX. Ordination, Licensing, and Commissioning

Section 9.01 Ordination

Ordination refers to the unanimous recognition by the Board of Overseers of a man's call to the ministry, preparation as a shepherd, and qualification to serve. Ordination shall be conferred for life, so long as the man continues to manifest the qualifications of the office.

Section 9.02 Licensing

The license is issued by the Board of Overseers and is given in recognition of a man's call to that ministry. Its aim is to allow a man to perform the ecclesiastical duties and functions of the church. Licenses will be evaluated and issued on a yearly basis and last only as long as the man is a member of this church.

Section 9.03 Commissioning

When local-church certification is required for ministry where ordination would be unnecessary or inappropriate, a person is commissioned by the Board of Overseers to minister. This authorization continues as long as the opportunity to minister remains in effect and as long as the person maintains the qualifications for ministry.

Article X. The Pastor-Teacher

Section 10.01 Selection

The Board shall select the Pastor-Teacher and he shall be confirmed by the members of the church at its Annual Meeting or at a special business meeting, and such confirmation shall be a three-fourths majority of all the votes cast. He shall remain in office an indefinite period of time subject to the following reservations: The Board of Overseers reserves the right to dismiss the Pastor-Teacher according to the standards and process of removal of an Overseer in section 7.04. One-month notice must be given upon resignation or one month compensation upon termination unless by mutual agreement provided otherwise. In the case of disqualification from the ability to shepherd, removal from the duties shall be immediate.

Section 10.02 Duties

The Pastor-Teacher shall be an ex officio member of all councils and committees, and he shall be responsible to the Board of Overseers. The Pastor-Teacher shall arrange for and conduct all public and regular services of the church and shall be responsible for general oversight of the spiritual welfare of the church.

Article XI. Annual Congregational Meeting

Section 11.01 Annual Meeting

In the final month of the fiscal year, the Board of Overseers shall schedule a Congregational Meeting in order to present the nominated Overseers, Deacons and Deaconesses to the members for their affirmation. The Board of Overseers shall also present a budget for the coming year for review and affirmation by the congregation.

Section 11.02 Special Meeting

A Special Meeting may be called upon the approval of the Board of Overseers. A Special Meeting shall deal only with the issue for which it is called and shall be moderated by the Chairman of the Board or the Pastor-Teacher. Three weeks notice shall be given prior to a special meeting.

A Special Meeting is required for the congregation to approve any debt incurred by the church. In order for the church to incur a debt, a three-quarter majority affirmation is required for approval by all present and voting members.

Article XII. Records and Reports

Section 12.01 Records

The church shall maintain adequate and correct accounts, books, and records of its business and properties. All such books, records, and accounts shall be kept at its principal place of business in the State of California, as fixed by the Board of Overseers.

Section 12.02 Reports

An accurate, complete, and permanent record shall be kept of the procedures and decisions of all regular and special business meetings of the Church Congregation, the Board of Overseers, the Nominating Committee, and all the other councils, committees, and subcommittees reporting to the Board of Overseers. The Secretary shall be responsible for the records of Church activities.

Section 12.03 Confidentiality

Discussions by the Board of Overseers of items of a personal nature which do not result in a recommendation to the Church membership shall not be entered in the minutes of the Board of Overseer's meetings. Such matters may be included as attachments to the minutes and may include but not be limited to:

A. Pastoral and staff counseling of individuals.

B. Discussions of proposed disciplinary actions that do not result in recommendation to the membership.

C. Other items of a personal nature, revelation of which would result in unnecessary embarrassment to the parties involved.

Section 12.04 Inspection of Records

Every Overseer shall have the absolute right at any reasonable time to inspect all books, records, documents of every kind, and the physical properties of the church. The following records shall be open to inspection by the members at all reasonable times during office hours:

A. The original or a copy of this Statement of Faith and Bylaws, as amended or otherwise altered to date, and certified by the Church Secretary.

B. Minutes of regular and special meeting of the Church Congregation, Board of Overseers and special meetings of the church.

C. Confidential records as defined in section 12.03 will not be available to members. Individual giving records shall not be available to any members, Overseers, or officers but only to the treasurer and financial assistants.

Article XIII. Amendments and Miscellaneous Provisions

Section 13.01 Amendments

The Statement of Faith and Bylaws may be amended, modified, or rescinded by a two-thirds majority affirmation of members present and voting at a special constitutional amendment meeting. The proposed

amendment, to be eligible for consideration, shall have been submitted in writing and shall have the approval of the Board of Overseers. Three weeks notice is to be given before the special meeting.

Section 13.02 Fiscal Year

The fiscal year of Woodland Park Bible Church and all subordinate ministries shall begin in the month of January. An audit of the previous year's financial records will be delivered to the Board of Overseers as soon as it is completed and will be available for any member to review.

Section 13.03 Rules of Order

The rules contained in Robert's Rules of Order, revised, shall govern all meeting of the church congregation and the Board of Overseers, except in instances of conflict between said Rules and Scripture, the Bylaws of the church, or provisions of law.

Section 13.04 Dissolution

Upon dissolution of this Corporation, the Board of Overseers shall cause the assets herein to be distributed to another non profit Corporation with purposes similar to that identified in Article II and Article III of this Statement of Faith and Bylaws.

No part of the net earnings of the Corporation shall ever inure to the benefit of any donor, member, director, officer of the Corporation, or any private individual; and no donor, director, member, officer of the Corporation, or any private individual shall be entitled to share in the distribution of any of the Corporation assets.