

Pleasant View Church

58529 County Road 23
Goshen, IN 46528



Church Constitution Revised 2019

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Constitution of Pleasant View Church
Adopted August 14, 1985
Last revised September 27, 2017

Introduction

"But everything should be done in a fitting and orderly way." (I Corinthians 14:40) Although the Apostle Paul wrote this to the Corinthians, it holds true for us today. Every organized body needs certain procedures and policies to carry out its mission efficiently and effectively.

At Pleasant View Church, these procedures and policies are brought together in the Constitution. The Constitution forms the foundation of the congregation's programs. As Pleasant View Church members, we adopt this Constitution as a plan for our work together as members of Christ's Body.

Article I - Name

This congregation, located at 58529 CR 23, Goshen, Indiana, shall be known as Pleasant View Church of Goshen. (henceforth referred to as "the congregation")

Article II – Mission and Vision

The congregation's mission is to help people grow into fully devoted followers of Jesus Christ.

The congregation's vision is:

1. *to be a worshipping community.* We give honor and glory to our Lord, for His work in our lives and in the world. (Philippians 2:9-11, Ephesians 1:12),
2. *to be a teaching and training community.* We give spiritual instructions to adults, children, and youth. In this way, each one may know and experience God, His way of salvation and His purpose for His people: training them so that they may lead others to this knowledge and experience. (Matthew 28:18-20, II Timothy 3:14-17),
3. *to be a witnessing community.* We reach all persons in our communities with the Gospel, fulfilling the Great Commission. (Acts 1:8),
4. *to be an affirming and loving community.* We welcome and accept persons of all abilities, ethnicities and ages. (Acts 2:42-47, Galatians 6:1-2, Ephesians 4:2-6) and
5. *to be a serving and sending community.* We assist with the material needs of those in need. We do this by serving our community's needs and by supporting and sending members to serve in mission and service programs. (Matthew 25:34-40, Acts 13:2-3)

Article III - A Statement of Commitment to Christian Living

Having repented and turned from sin, and having accepted Jesus Christ as my Savior and Lord, I commit myself to God and to my brothers and sisters of the congregation. It is my desire and intent:

1. to study the Scriptures, to pray and to walk in obedience to God's will,
2. to participate regularly in times of praise, worship and the ministry of the Word, and to meet together for fellowship, nurture, discernment, and decision making,
3. to minister to each other through mutual care, and to be open to receiving pastoral care from a pastor or elder,
4. to give and receive counsel in Christian love, and to live in peace and unity with my brothers and sisters in the church,
5. to accept and participate in discussion and reconciliation, and to forgive and be forgiven, when I or others fall short of the intentions of this covenant,
6. to share the Good News of Christ with my family, friends and others, and to welcome with love all visitors and inquirers about our faith,
7. to give my time, earnings, abilities and gifts to the ministry of the church, and be willing to be held accountable in these areas and
8. to dedicate myself to live a holy life, and to maintain biblical standards of daily living,

If I leave this fellowship or am no longer in full agreement with this commitment, I have the responsibility to inform the congregation or its leaders. If I do not inform them, I accept the church's responsibility to come to me. May God grant me grace to remain faithful to Him and to this commitment I have made.

May God grant us all a full measure of His Spirit to empower us for our life together in the body of Christ.

Article IV - Relationships to the Broader Church

Section 1. We, the congregation, acknowledge the presence of other Christian denominations and congregations that accept Jesus Christ as Savior and Lord.

Section 2. We accept the Constitution of Evangelical Anabaptist Network (henceforth referred to as EVANA). We will be partners as defined by EVANA and support its activities.

Section 3. As our Statement of Faith, we adopt the 1995 Confession of Faith from a Mennonite Perspective.

Article V - Membership

Section 1. Qualifications of Membership

Members of this congregation:

1. honor the Statement of Commitment to Christian Living,
2. have been recommended for membership by our ordained leadership and elders.

Section 2. Reception of Members

Persons join the fellowship of this congregation at the time of their baptisms, or by church letters of

transfer or by confession of faith.

Section 3. Associate Membership

Persons who present a Certificate of Membership from another congregation may, in accordance with Section 1 and 2, be given an associate membership. Such persons are temporary residents of this community. Associate members assume all the rights and responsibilities of a regular member. However, membership ends when the persons leave the community.

Section 4. Duties of Members

It is the duty of all members to be familiar with and honor the Statement of Commitment to Christian Living.

Section 5. Rights of Members

Each member can:

1. participate in the activities of the congregation,
2. share in the discernment on all questions brought before the congregation and
3. (if qualified) hold any office in the congregation.

Members who withdraw or abandon their membership forfeit all rights and privileges to any property belonging to the congregation.

Section 6. Inactive Members

Members absent from congregational life for more than two years (except those in school or church service) may be periodically contacted by the Pleasant View Leadership Board (henceforth referred to as PVLB). The PVLB may encourage members to renew their participation in congregational life or to find meaningful church fellowship elsewhere. These members may also accept an administrative (non-disciplinary) termination of membership. Members who do not respond to an inquiry letter about their membership may receive an administrative termination.

Persons who are unable to establish a relationship with an Anabaptist church in their area of residence may choose a "non-resident, denominational membership." Non-resident members will not be counted for any purpose other than as a designated subtotal of members reported for statistical purposes.

Section 7. Termination of Membership

a. By Transfer:

Members who desire to transfer their membership to another congregation shall be granted a Church Letter by the PVLB.

b. By Forfeiture:

Members who renounce faith in Jesus Christ, or display conduct that brings reproach upon our Lord and the Church, shall be counseled by other congregational members in the pattern of Matthew 18. The congregation will encourage these members to confess their sin in genuine repentance. If such

counsel is rejected, these members will forfeit membership upon recommendation of the PVLB.

Article VI - Organization

Section 1. Introduction

The congregation has the responsibility to add, revise or delete organizational structure as necessary for the congregation's spiritual well-being and ministry. This Article briefly describes the basic organizational pattern that will help carry out the congregation's ministry. The general duties of all affirmed offices are also included.

Section 2. The Shepherding Team

The shepherding team shall meet the qualifications of I Timothy 3 and Titus 1. They shall be examples to the congregation by keeping themselves above reproach in their public and private conduct.

All pastors shall be chosen in a manner agreed upon by the congregation in consultation with the Ministry Credentialing Team of EVANA, including the formation and use of a special search committee. They shall be commissioned, licensed or ordained. Each one shall be evaluated annually by their immediate overseer(s) and every three years by the congregation. The pastors shall be responsible for the "equipping of the saints for ministry." As overseers of the spiritual care and nurture of the congregation, the pastors preach, teach, visit, counsel, train and other duties as described in the applicable job descriptions."

The lay shepherding member is a lay person who shall be appointed by the PVLB and shall be affirmed by the congregation every three years. This person shall perform the duties as described in the "Shepherding Ministry Member Job Description."

Structure

The Lead Pastor shall provide leadership and vision for the congregation; supervise associate pastors and office staff (except janitorial), and shall be accountable to the PVLB and ultimately the congregation. The Lead Pastor shall chair the Shepherding Ministry and shall be a member of the PVLB. The Lead Pastor is the spiritual overseer who provides direction, teaching, and communication of the mission to the congregation, staff members and associate pastors. In addition, the Lead Pastor shall provide oversight for the Outreach Ministry.

The Associate Pastor shall provide pastoral care to the congregation, including visitation and counseling. This ministry is accountable to the PVLB through the Lead Pastor.

The Pastor of Worship shall coordinate and plan all aspects of the worship service(s); provide oversight for the guest relations team (including head usher, ushers, greeters and coffee servers), worship ministry team (including musicians, sound technicians video technicians and worship arts persons); and lead the congregation in worship. This ministry is accountable to the PVLB through the Lead Pastor.

The Family Life Ministries shall encompass the educational programs (children, youth, and adult); children and youth groups programming, resourcing and coordination; and Children's Church and

Vacation Bible School coordination. This ministry is accountable to the PVLB through the Lead Pastor.

The Lay Shepherding Member shall work alongside the pastors in giving pastoral care and counseling to the congregation and community as needed. This person shall be a member of the PVLB. This ministry is accountable to the PVLB.

Section 3. Pleasant View Leadership Board (PVLB)

Structure – Church Moderator, Lead Pastor, Lay Shepherding Member, and Elders

The Church Moderator shall be the chairperson of the PVLB. Board members shall serve on this Board for as long as they hold the office to which he or she was chosen. The PVLB shall meet at least monthly.

One elder shall fulfill the role of Elder of Stewardship, serving as a liaison and chairperson to the Stewardship Ministry and liaison to the Trustees. This is a lay person affirmed by the Congregation. Nominations for this position are processed by the Gifts Discernment Committee.

A minimum of three persons shall serve as Elders-At-Large. Among them, one shall serve as secretary and one shall serve as liaison to the Gifts Discernment Committee according to their gifts. These are lay persons affirmed by the Congregation. Nominations for this position are processed by the Gifts Discernment Committee.

Duties - Provide general spiritual oversight of the congregation:

1. to work with the congregation to determine its mission and vision. Stimulate the congregation to set goals and achieve its vision,
2. to preserve, affirm and uphold the Anabaptist theology as defined in the 1995 Confession of Faith from a Mennonite Perspective.
3. to address issues of faith and practice with the congregation,
4. to periodically review the meaning of the membership covenant with the congregation,
5. to cultivate a vital congregational spirit,
6. to deal with church discipline and resolution of personal conflicts,
7. to work through the brokenness and issues if an affirmation ballot fails,
8. to review and approve requests for church letters,
9. to evaluate the performance of the Lead Pastor annually and coordinate a tri-annual review by the congregation (the Lead Pastor shall be excused from participation in the evaluation process),
10. to make recommendations to the congregation based on congregational evaluations,
11. to prepare their section of the budget annually,
12. to oversee the pastoral selection process as needed,
13. to appoint the Lay Shepherding member
14. to approve special appointments for the Gifts Discernment Committee and the Shepherding Ministry, if any,
15. to oversee the work of the Gifts Discernment Committee,
16. to provide oversight to the Stewardship Ministry and the Trustees, and
17. to be accountable to the congregation by:
 - a. giving regular reports to the congregation at business meetings,

- b. taking major issues to the congregation for decision and
- c. soliciting and listening to congregational feedback regarding spiritual oversight.

Accountable to: the Congregation

Responsible for: Gifts Discernment Committee, Stewardship Ministry, Trustees, and Lead Pastor

Section 4. Ministries

There shall be seven ministries: Shepherding, Stewardship, Outreach, Education, Fellowship, -Trustees and Worship.

Structure - The Shepherding Ministry shall consist of the pastors and the Lay Shepherding Member. The Lead Pastor shall be the chairperson. Lay persons may be added to the Shepherding Ministry as necessary. These persons shall be appointed jointly by the PVLB and Shepherding Ministry.

The Trustees Ministry consists of three to six members including the Head Trustee (team leader). The Elder of Stewardship will serve as liaison to the PVLB and may attend the meetings. Members are affirmed to a three-year term. Two members are affirmed each year. All members are eligible to succeed themselves. The Trustees Ministry receives direction from and is accountable to the PVLB through the Elder of Stewardship.

The Worship Ministry shall be at the direction of the Worship Pastor. There shall be no affirmed members serving on the Worship Ministry teams.

All other ministry teams shall have a team leader and all other members which shall be affirmed by the congregation. Nominations for all members shall come from the Gifts Discernment Committee and approved by the PVLB. Any further organizing shall be determined by each Ministry. This may include the addition of one or more appointees as necessary to accomplish the Ministry's work.

The Stewardship Ministry shall consist of the Elder of Stewardship (team leader), Treasurer, and at least two at-large members. The Stewardship Ministry receives direction from and is accountable to the PVLB through the Elder of Stewardship.

Except for the Shepherding Ministry and Trustees Ministry, each affirmed member shall serve a two-year term. The team leaders and other members shall be affirmed on alternate years. The team leaders of the Fellowship and Stewardship Ministries and the team leaders of the Outreach and Education Ministries shall be affirmed on alternate years. All members are eligible to succeed themselves.

Duties - Develop objectives that contribute to the congregational vision and goals.

1. to provide oversight for their ministries through:
 - a. development of ministry policies,
 - b. orientation and training as appropriate,
 - c. ongoing assistance and encouragement,
 - d. approving appointments within their ministry,
 - e. resolution of problems, and

- f. evaluations and feedback.
- 2. to prepare their section of the budget and
- 3. to be accountable to others by:
 - a. giving verbal progress reports to their respective ministry,
 - b. circulating minutes to ministry team members and to any congregation member who requests them and
 - c. make an annual written report to the congregation.
- a. Shepherding

Specific duties - Provide pastoral ministries:

- 1. to plan special worship services for baptisms, communion, renewal meetings, community meetings at Easter and Thanksgiving and Sunday a.m. guest speakers,
- 2. to plan sermon themes,
- 3. to provide the caring and mutual aid ministries,
- 4. to process applications for membership and maintain membership lists,
- 5. to visit and counsel, and
- 6. to lead the prayer ministry.

Accountable to: PVLB

Responsible for: Pastoral related tasks, services and events.

- b. Stewardship

Specific duties - Assist the congregation in the practice of biblical stewardship, mutual aid and related economic matters:

- 1. to administer the financial program of the congregation. This includes development and control of the budget,
- 2. to facilitate stewardship training for the congregation
- 3. to encourage members to apply stewardship principles in their financial planning
- 4. to administer funds for missionaries, mission projects, Evana, and other agencies that rely on congregational support and
- 5. to administer educational scholarships.

Accountable to: PVLB through the Elder of Stewardship

Responsible for: Treasurer and Everence Advocate.

- c. Fellowship

Specific Duties - Coordinate and stimulate congregational fellowship:

- 1. to support the fellowship activities of the self-sustaining fellowship groups and
- 2. to organize fellowship activities and programs for the congregation.

Accountable to: Pastors (Family Life Ministries)

Responsible for: Social Committee, Men's Ministry and Women's Fellowship.

d. Outreach

Specific Duties - Inform congregation of and direct congregation in its mission and service activities:

1. to inform the congregation of mission and service activities and opportunities,
2. to encourage participation in various service projects,
3. to maintain an active liaison with mission and service agencies,
4. to maintain ongoing contact with the congregation's missionaries and
5. to direct congregational efforts to meet special spiritual and material needs outside the congregation.

Accountable to: PVLB through the Lead Pastor

Responsible for: MDS Coordinator, Relief Sale Coordinator, La Casa Representative, Center for Healing & Hope Representative, Meat Canning Coordinator, and other church wide ministries.

e. Education

Specific Duties - Administer congregational Christian Education programs:

1. to provide Sunday School programs for all age groups,
2. to oversee other educational activities for children such as Vacation Bible School and boys and girls clubs
3. to provide for Christian educational materials, and
4. to provide assistance to the Stewardship Ministry in identifying candidates for educational scholarships.

Accountable to: Pastors (Family Life Ministries)

Responsible for: Adult Sunday School (S.S.) Intermediate S.S., Primary S.S., Cradle Roll, Bible Memory, Vacation Bible School, SHINE, and Library.

f. Trustees

Specific Duties - oversee the usage and maintenance of the facilities in helping accomplish the mission of the congregation:

1. to give regular reports to the congregation concerning all aspects of church-owned facilities,
2. to oversee any committees involved in the usage, planned usage, remodeling, expansion, maintenance, or evaluation of all church-owned facilities,
3. to prepare and submit for congregational approval a budget to assist the congregation in accomplishing Ministry goals,
4. to maintain all facilities so as to be in compliance with all federal, state and local regulations that pertain. This includes EPA, OSHA, IOSHA, ADA and all paperwork involved,
5. to prepare, approve, and maintain guidelines for the rental of all facilities,
6. to be responsible for the management of all personnel involved in services provided for facilities operations, including janitorial staff, and
7. to ensure that lighting, temperature and ventilation are properly adjusted or accessible for services and activities.

Accountable to: PVLB through the Elder of Stewardship

Responsible for: Custodians, Cemetery Sexton, and Facility Coordinator.

g. Worship

Specific Duties – Lead the congregation in corporate worship and create an inviting atmosphere for guests and regular attenders

1. to direct the creative efforts of the worship ministry team, which shall consist of musicians, sound technicians, video technicians, and all other worship arts persons, and
2. to direct the guest relations team, which shall consist of greeters, head usher, ushers and coffee servers.
 - a. The Head Usher shall oversee the entire ushering program; supervise the collection, counting and recording of offerings; train the ushers to effectively carry out their duties and appoint additional helpers as needed.

Accountable to: Worship Pastor

Responsible for: Musicians, Sound Technicians, Video Technicians, Greeters, Head Usher, Ushers, and Coffee Servers.

Section 5. Nominated and Affirmed Offices

a. Church Moderator

Duties:

1. to chair the PVLB meetings as well as all Congregational Meetings,
2. to manage the congregational decision-making process,
3. to inform the congregation of PVLB activities,
4. to ensure that PVLB decisions are carried out and
5. to convene the annual selection of the Gifts Discernment Committee chairperson.

Length of term: 2 years

b. Congregational Secretary

Duties:

1. to record the minutes of all Congregational Meetings,
2. to be responsible for the permanent retention of all such minutes and
3. to assist the Church Moderator in handling some of the PVLB's detailed work.

Length of term: 2 years

c. Elders

The Elders shall consist of four or more persons serving three year terms: One or more shall be selected each year. Elders may not serve more than six consecutive years. After a one-year break in

service they will be eligible for re-nomination.

Duties:

1. to provide spiritual counsel to the pastors as requested,
2. to serve with the Lead pastor, Church Moderator and Lay Shepherding Member to make up the PVLB. One elder shall serve as the secretary for the PVLB,
3. to provide an elder liaison between the PVLB and the Trustees Ministry and the Stewardship Ministry, serving as team leader of the Stewardship Ministry,
4. to provide an elder liaison between the PVLB and the Gifts Discernment Committee, and
5. to accept special assignments from the PVLB.

Length of term: 3 years.

d. Ministry Team Leaders

Duties:

1. to chair all ministry meetings,
2. to ensure ministry decisions are carried out,
3. to meet as necessary with the pastoral staff member or elder who has oversight for the applicable ministry to receive direction and accountability,
4. to authorize budget expenditures and
5. to ensure all general and specific duties of the ministry are followed.

Length of term: 2 years (except Shepherding & Trustee)

e. Treasurer

Duties:

1. to take charge of the congregational funds and be responsible for their prompt deposit in a reliable local financial institution,
2. to be authorized to issue checks for the general church obligations and issue all other checks upon receiving properly completed authorization slips (members may not authorize their own expenses),
3. to be responsible for keeping an accurate record of all receipts and disbursements,
4. to make financial reports to the congregation at least every six months and
5. to meet with the Stewardship Ministry on a regular basis. The Treasurer shall not serve as an usher.

Length of term: 3 years

f. Trustees

The Trustees shall consist of three to six members including the Ministry team leader, two of whom shall be affirmed each year. They shall annually select from their group a secretary.

Duties:

1. to serve as custodians of all church property,
2. to have responsibility for maintaining the buildings, grounds and cemetery,
3. to set facility rental policies and to oversee cemetery lot sales and

4. to carry out other duties as the congregation may request.

For legal purposes, the trustees shall be referred to as the Board of Directors.

Length of term: 3 years

g. Sunday School Superintendents

There shall be three affirmed Superintendents: Primary, Intermediate, and Adult.

Duties - the Superintendents responsibilities are:

1. to appoint teachers that had been approved for appointment by the Education Ministry,
2. to provide for curriculum, Christian education materials and special equipment as necessary,
3. to establish classes and arranging for classrooms,
4. to provide teacher training and on-going support,
5. to ensure that each class has a teacher every Sunday,
6. to conduct the "opening" for their department, if any and
7. to work with the church office for annual background checks as needed.

Length of term: 2 years

The S.S. Departments are as follows: Primary - ages 2 through grade 1, Intermediate - grades 2 through 5, Adults -- grades 6 through 8 (middle school), grades 9 through 12 (high school), All other adults.

h. Delegates At-Large for the EVANA Network

This congregation shall be represented in the network by such representation as designated by the EVANA Network's Constitution.

Duties of Delegates:

1. to attend the annual Network sessions and as many other events as possible,
2. to vote on Network business matters,
3. to keep the congregation informed about Network activities and
4. to carry out other duties as requested by the Network.

They will receive reimbursement for expenses upon approval of the PVLB.

Length of term: 2 years

Section 6. Corporate Officers

The Corporate Officers shall be the Trustees and the Registered Agent. For legal purposes, the Trustees shall be referred to as the Board of Directors.

Section 7. Appointments and Self-Perpetuating Groups

All other organized groups and appointed offices not described in this constitution are recognized for

their contribution to the programs of the congregation. Organizationally they relate to the congregation through the Ministry structure. They shall prepare annual reports of their activities and give these to their Ministry Team Leader.

Article VII – Selection of Offices

Section 1. The Gifts Discernment Committee (GDC)

The GDC is a team that works year-round and functions separately from the PVLB, with the exception of the appointment of the GDC chair. Their job is to prepare the affirmation ballot for church offices to be filled. The affirmation ballot is to be vetted and approved by the PVLB and then presented and voted on at the May Business Meeting by the congregation.

The GDC is encouraged to:

- a. Spend prayerful and collaborative discernment in matching the giftedness of the congregation to the skills required for a given office.
- b. Seek input from existing ministry members and solicit nominations from the congregation for consideration.
- c. Engage the congregation in gifts discernment training
- d. Consider ways to incorporate new and fringe members or attenders into participation in the various ministries of the church.

This team will consist of an Elder representative, a congregational representative appointed by the PVLB and affirmed by the congregation who will serve as chairperson for a three-year term, and four affirmed congregational members. Of the four non-appointed members, two will be called by the congregation each year to serve a two-year term. Additional non-appointed members may be added to the ballot as deemed necessary, nominated by the GDC and affirmed by the congregation, to serve two-year terms.

Nominations for the non-appointed members of the GDC will:

- a. be conducted by the GDC, and
- b. be obtained by open ballot from the congregation.

The GDC will prepare the affirmation ballot for congregational affirmation of GDC members.

The GDC chair will be appointed by the PVLB prior to the May ballot when there is an opening for the chairperson. This will be facilitated by the Church Moderator.

Members of the GDC are not eligible to have their names on the ballot for other church offices.

The GDC will be responsible for processing nominations for the following offices:

- a. Church Moderator
- b. Elder of Stewardship
- c. At Large Elder Positions

- d. Education Ministry Members
- e. Fellowship Ministry Members
- f. Outreach Ministry Members
- g. Stewardship Ministry Members
- h. Trustee Ministry Members
- i. GDC At Large Members
- j. Congregational Secretary

Section 2. Method of Affirmation

Nominations and affirmations shall be by ballot unless agreed upon otherwise. In case of a split decision, the Church Moderator's affirmation ballot shall be used; otherwise the Church Moderator's ballot is not used.

Section 3. Selection of Elders

- a. Elder selections shall be conducted by the GDC.
- b. Elder selections shall precede the selection of persons to other offices.
- c. The GDC shall interview the eligible nominees to determine their sense of call for the office, their gifts and talents, their convictions and willingness to serve.
- d. The GDC shall bring the list of names to the PVLB for further discernment.
- e. The GDC shall bring for affirmation the names needed to the congregation to fill the vacancies for the upcoming term.

Section 4. Nominating, Affirming and Voting Rights

All active members and regular attenders in our church community may participate in the affirmation and voting process.

Section 5. Assumption of Office

In order to hold an affirmed office, a person must be an active member. Any exceptions must be approved by the Gifts Discernment Committee and the PVLB.

All affirmed and appointed persons shall take their offices at the beginning of the program year (September 1st).

Article VIII - Congregational Discernment Meetings

Section 1. Required Congregational Meetings

There shall be four regular Congregational Meetings each year: the fourth Wednesday of January, the fourth Wednesday of May, the fourth Wednesday of September and the first Wednesday of December.

- a. Budget Confirmation Meeting: The January meeting shall be held for the purpose of taking formal action on the congregational budget for the coming calendar year, approving the Treasurer's Report for the calendar year just ended and for transacting any other business that may be presented.

- b. Affirmations Meeting: The May meeting shall be held to affirm persons to fill offices vacating August 31st, and to transact any other business that may be presented.
- c. Annual Meeting: The September meeting shall be the Annual Congregational Meeting. Its purposes shall be to consider and take action on all annual reports for the program year ending August 31st and to transact any other business that may be presented. All organized groups of the congregation shall give accounts of their activities in their annual reports to their respective Ministries.
- d. Budget Proposal Meeting: The December meeting shall be held for the purpose of reviewing current financial standings, the proposed budget for the upcoming year and to transact any other business that may be presented.

Section 2. Special Congregational Meetings

Special Congregational Meetings may be called at any time with either the approval of the PVLB or a written petition by 10 or more resident members of the congregation.

Section 3. Prior Notice on Meetings

Regular and Special Congregational Meetings shall be announced publicly and the purpose(s) clearly stated at least 10 days before the meeting.

Section 4. Meeting Minutes

Minutes shall be taken at all Congregational Meetings and retained permanently. Past meeting minutes may be found in the congregation's annual reports on file in the office.

Section 5. Quorum

The quorum for any duly called Congregational Meeting shall be the members present for that meeting. All actions taken shall be decided by a majority of those present plus any absentee ballots, unless otherwise agreed upon.

Section 6. Absentee Ballots

Absentee ballots shall be permitted at the discretion of the PVLB. Persons who cannot vote by attending the Congregational Meeting must request a ballot from the Moderator and return the completed ballot prior to the congregational meeting.

Section 7. Program Year and Budget Year

The program year of the congregation shall begin September 1st and end August 31st. The budget year shall begin January 1st and end December 31st.

Article IX - Amending and Suspending the Constitution

Section 1. Amendments

An amendment may be made to this Constitution (without prior notice) at any Congregational Meeting if 90% of the members present approve it. Otherwise a two-thirds vote of the members present is required, provided the amendment has been announced at least 10 days before the date of the Congregational Meeting.

Section 2. Suspension

This Constitution may be temporarily suspended by a two-thirds vote of the members present in any Congregational Meeting.

Article X - Enacting Clause

This Constitution shall become effective January 24, 2019. It shall be effective until amended or suspended.

Appendix A - Annual Budget Preparation Process

1. Early September:
Stewardship Ministry distributes the following to the PVLB, Elders and Ministries:
 - Encouragement to establish goals and tie them into the budget
 - Request to review/revise line items
 - Blank budget distributed to Ministries with request to submit their section of budget by late October.
2. Late October or Early November:
Stewardship Ministry reviews first draft of total budget in preparation for PVLB meeting.
3. Early November:
PVLB reviews and agrees on proposed budget.
4. First Wednesday of December:
Congregational budget hearing.
5. Mid to Late December:
Ministries make final budget adjustments.
6. Early January:
Stewardship makes final review and prepares budget for congregational approval.
7. Fourth Wednesday of January:
Congregation takes formal action on budget.

Appendix B – Revision History

Adopted August 14, 1985

Revised September 17, 1986

Revised September 27, 1995

Change dates of required Congregational Meetings from third Wednesdays to fourth Wednesdays:

Article VIII, Section 1.

Appendix B

Revised June, 1997

Include Administrative Services Sub-Committee in organization structure: Article VI, Section 6.

(Section 6. inserted, renumbered following sections)

Revised October 7, 1998

Promote Trustees to commission level: Article VIII, Section 7.

Revised Fall, 2000

Add Appendix D to record details of revision history

Amended September 9, 2004

Miscellaneous position revisions and term lengths.

Revised September 26, 2012

Change to “nomination and affirmation” process in lieu of “voting” for elected position.

Amended September 24, 2014

Changed language throughout from voting to affirming as well as other minor miscellaneous changes throughout.

Revised May 25, 2016

Addressed changes to affiliation. Some positions were updated in accordance with current status.

Revised September 27, 2017

Changed name from Pleasant View Mennonite Church to Pleasant View Church of Goshen, but dba Pleasant View Church. See Business meeting minutes. Formally changed name with the state March 9, 2018.

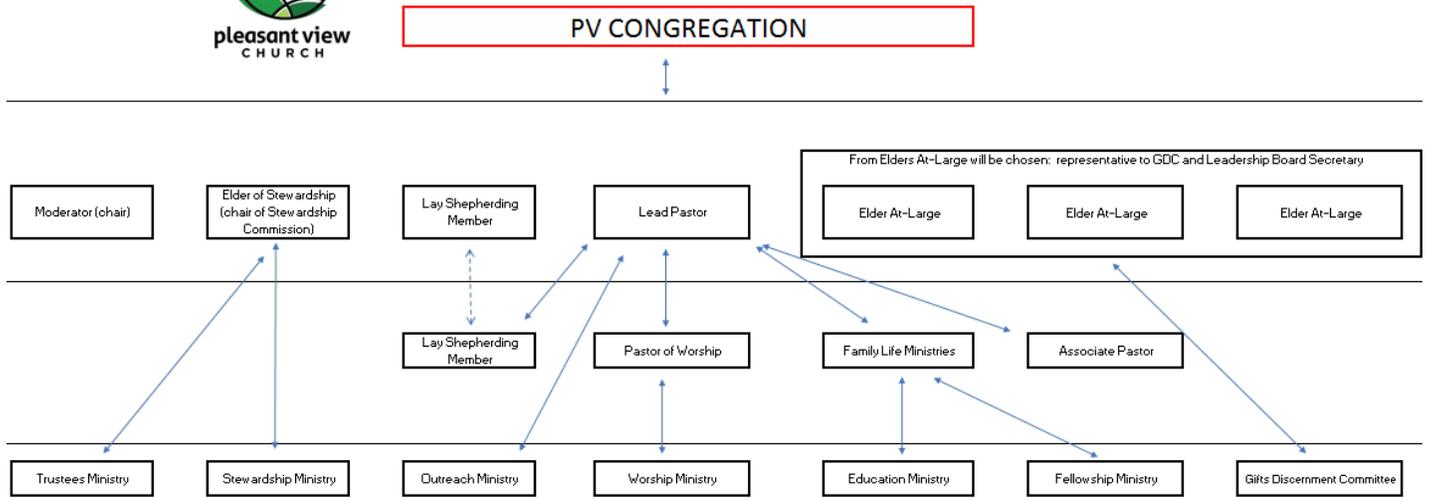
Revised January 23, 2019

Changed organizational structure in Article VI to reflect the renaming of the Spiritual Oversight Council to Pleasant View Leadership Board, removing the section pertaining to Church Council, updating The Ministry section, relocating the Elders section to the Nominated and Affirmed Offices section, removing Appendix of Congregational Decision-Making Process, as well as minor miscellaneous changes throughout to reflect the aforementioned organizational changes.

Appendix C -- Governance Chart



GOVERNANCE STRUCTURE OF PLEASANT VIEW



DRAFT