

Lake Pointe Baptist Church



Constitution and By-Laws

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CONSTITUTION AND BY-LAWS

Lake Pointe Baptist Church

CONSTITUTION

PREAMBLE

For the more certain preservation and security of the principles of our faith, and to the end that this body may be governed in an orderly manner consistent with the Scriptures and with the accepted tenets of the Southern Baptist Churches, and for the purpose of preserving the liberties inherent in each individual member of the church and the freedom of action of this body with respect to its relation to the churches of the same faith and order, we do declare and establish this constitution.

MISSION STATEMENT

It is the mission of Lake Pointe Baptist Church to bring glory to God by Loving Him and to share the Gospel of our Lord Jesus Christ with others as we are commissioned to do in Matthew 28:18-20. It is our goal to accomplish this with God's help through a life of worship, service, missions, fellowship and intentional evangelism.

ARTICLE I. NAME

This body shall be known as and operate under the corporate name of "Lake Pointe Baptist Church".

ARTICLE II. ARTICLES OF FAITH AND PRACTICE

The Holy Bible is the inspired, infallible Word of God and is the basis of our faith. This church accepts "The Baptist Faith and Message" as adopted by the Southern Baptist Convention on June 14, 2000, and future updates. The church is a committed body of baptized believers in Jesus Christ and is committed to personally sharing the good news of salvation to lost mankind. The church follows our Lord Jesus Christ in the ordinances of baptism and the Lord's Supper.

ARTICLE III. CHURCH COVENANT

Having been led, as we believe, by the Spirit of God to receive the Lord Jesus Christ as our Savior, and on the profession of our faith, having been baptized in the Name of the Father, and of the Son, and of the Holy Ghost, we do now in the presence of God, angels and this holy assembly, most solemnly and joyfully enter in the covenant with one another, as one body in Christ.

We engage, therefore, by the aid of the Holy Spirit, to walk together in Christian love; to strive for the advancement of this church in knowledge, holiness and comfort;

To promote its prosperity and spirituality, to sustain its worship, ordinances, discipline and doctrines;

To contribute cheerfully and regularly to the support of the ministry, the expenses of the church, the relief of the poor, and the spread of the Gospel through all nations.

We also engage to maintain family and secret devotions; to religiously educate our children; to seek the salvation of our kindred and acquaintances;

To walk circumspectly in the Word; to be just in our dealings, faithful in our engagements and exemplary in our deportment;

To avoid tattling, gossiping, backbiting and excessive anger;

To abstain from the sale and use of intoxicating drinks as a beverage (unless used as/for medicinal purposes), the abusive use of drugs and to be zealous in our efforts to advance the kingdom of our Savior;

We further engage to watch over one another in brotherly love;

To remember each other in prayer: to aid each other when sickness and distress; to cultivate Christian sympathy in feeling and courtesy in speech;

To be slow to take offense, but always ready for reconciliation and mindful of the commands of our Savior to secure it without delay;

We moreover engage that when we remove from this place we will, as soon as possible, unite with some other church, where we can carry out the spirit of this covenant and the principles of God's Word.

ARTICLE IV. CHURCH CHARACTER

The government of this church is vested in the body of believers (members) who compose it. This church will be, and is always to be a sovereign, autonomous Baptist church, self-governing on all matters by a majority of the body of members who compose it and recognize and sustain the obligations of mutual counsel and cooperation which are common among Southern Baptist Churches. In no way is this to be understood that such cooperation or affiliation shall ever become one of the doctrines and/or tenets of this church.

ARTICLE V. AMENDMENTS TO THE CONSTITUTION

Changes in the constitution may be made at a business meeting of the Church provided each amendment shall have been presented in writing at the previous business meeting and copies of the proposed amendment shall have been made available to the church membership prior to the meeting at which the vote is to be taken. Amendments to the constitution shall be by two-thirds vote of church members present provided the motion is presented at least one month before voting.

CONSTITUTION AND BY-LAWS

Lake Pointe Baptist Church

BY-LAWS

ARTICLE I. CHURCH MEMBERSHIP

SECTION 1. GENERAL

This is a sovereign and democratic Baptist church under the Lordship of Jesus Christ. The membership retains unto itself the right of exclusive self-government in all phases of the spiritual and temporal life of this Church.

The membership reserves the executive right to determine who shall be members of this Church and the conditions of such membership.

SECTION 2. CANDIDACY (QUALIFICATIONS)

Any person may offer himself/herself as a candidate for membership of this church. All such candidates shall be presented to the Church at any regular worship service for membership in any of the following ways:

1. By profession of faith and for baptism according to the policies of this Church.
2. By promise of letter from another Baptist church.
3. Upon statement of prior conversion experience through faith followed by baptism by immersion in a church of like faith. (A church of like faith shall always be determined at the sole discretion of the Pastor.)
4. Watch-Care Membership will be extended by vote of the Church. This program is to accommodate temporary or seasonal residents of this community and of others under special circumstances who wish to have church affiliation with Lake Pointe Baptist Church. Watch-Care Members shall be accorded all rights and privileges of regular members, except they are not eligible to vote, hold a church office (Pastor, Deacons, Clerk, Treasurer and Trustees) or serve on the following committees: (Finance, Personnel or Nominating). Watch -Care members are encouraged to participate in all other committees, organizations and ministries of the church.

Should there be any question that might require prayer, thought or study or if there is any dissent as to any candidate, such question or dissent shall be referred to the Pastor and at his discretion to the deacons for the making of a recommendation within thirty (30) days to the church.

The membership of this church shall consist of such persons as confess Jesus Christ to be their Savior and Lord and who (1) after due examination by the church as to their Christian experience, and if coming from other churches, the receipt of an acceptable letter of recommendation or satisfactory therefore, (2) have been accepted by affirmative vote of the church and have been baptized, and (3) enter into this covenant.

SECTION 3. ORIENTATION

New Member Orientation is recommended for membership at Lake Pointe Baptist Church, within a 90 day period following church membership, hereafter "Lake Pointe 101". This orientation includes the topics of the "The Baptist Faith and Message", Discovering Your Spiritual Gifts, our Constitution and By-Laws and Stewardship, overview of Church Ministries. The New Member Orientation will be offered at least once every 3 month period.

SECTION 4. DUTIES

Members are expected to be faithful and obedient in all areas of the Christian life, attend the services of this church, give regularly to its support, and participate in its ministries.

SECTION 5. RIGHTS

Members in good standing as defined in Sections 2 and 3 above may participate in the ministries of the Church, vote in a business meeting, hold office and exercise leadership and service.

SECTION 6. TERMINATION

Membership shall be terminated in the following ways:

1. Death
2. Dismissal to another Baptist church
3. Affiliation with a church of another denomination
4. Exclusion by action of the church. (Matthew 18:15-22)
5. By request of member desiring his termination.

All requests for recommendations as to the termination of a member referenced in # 4 of this section shall first be brought to the attention of the Pastor and Deacons who shall, after consideration of the matter, either himself or his duly appointed representative, confer with the individual subject to said termination and only after faithful efforts have been made to bring such member to repentance shall the Pastor and Deacons recommend to the church that the membership of said person be terminated. The member subject to termination will be notified in writing at least thirty (30) days prior to the recommendation that his/her membership be terminated. Such Recommendation will be presented to the Church at a church business meeting. Action to terminate will be taken upon an affirmative vote of the Church in conference.

If after a period of two (2) years that a member has not been actively involved in Sunday Meetings or Special Events, there will be no less than two (2) attempts to contact said member to determine their status with Lake Pointe Baptist. At this point the member will be consulted by church staff or deacons to encourage their involvement. The church membership will be terminated by reason of request from the member of if the member is unable to be contacted.

SECTION 7. RESTORATION

Any person whose membership has been terminated may be restored upon evidence of his/her repentance and reformation by recommendation of the Pastor, Deacons and affirmative vote of the Church.

SECTION 8. RECORD OF MEMBERSHIP

The Church Clerk shall keep an accurate roll of all members, and insofar as possible, an up-to-date record of addresses.

ARTICLE II. CHURCH ORGANIZATION

SECTION 1. GENERAL

The Church is both a spiritual body and a non-profit corporation under the laws of the State of Alabama. The Church is subject to the authority of Scripture in all matters and subject to the rules or duly constituted public authority (Romans 13:1-7). The Church organization is to provide the mechanism for the orderly activity of the church body.

SECTION 2. CHURCH MEETINGS

The Spiritual Church shall meet in regular worship services each Sunday and Wednesday at such times and place as may be determined by the Pastor and Deacons. Additionally, the Church may meet at such other dates and times as may be deemed appropriate by the Pastor and Deacons for purpose of worship, edification and proclamation.

The corporate Church shall meet in regularly scheduled or duly called Church business meetings for the purpose of conducting the business of the Church. Regular Church business meetings are to be scheduled on the second Sunday evening each month. Other Church business meetings may be called by giving at least seven days notice through an announcement during the regular Sunday morning worship service.

The Moderator at the Church business meeting shall be the Pastor or his designee provided the Church has a Pastor; if the Church has no Pastor (or in the event the Pastor or his designee is absent, the Chairman of The Deacons, or in his absence, the Vice Chairman of The Deacon shall moderate the business meeting. The moderator is to utilize "Robert's Rules of Order" for the purpose of conducting meetings and may appoint a parliamentarian, if he determines such appointment to be appropriate. The Moderator may bring such matters before the business meeting as he determines at his sole discretion to be appropriate.

Any matter presented to the Church in a business meeting for action shall require a majority vote of those in attendance. Members in attendance at a duly called or regular business meeting of the Church shall be deemed to constitute a legal quorum.

SECTION 3. Church Officers (*Pastor, Deacons, Clerk, Treasurer and Trustees*)

1. PASTOR

The Pastor shall serve as the preacher and senior Bible teacher by virtue of his calling. The Pastor shall be an ex-officio member of all committees, and is not allowed to vote. The Pastor shall oversee the total ministry of the Church.

The Pastor is responsible for the Church Staff. Each staff member serves at the will of the Pastor. The Pastor and Personnel Committee may remove, replace, or realign existing staff positions, as they deem necessary and appropriate.

By virtue of his calling and office, the Pastor is the spiritual leader of the Church. He shall be elected for an indefinite period of time and may terminate his position with the Church by a notice of two weeks. When the Church chooses to declare the office of Pastor to be vacant, a meeting for that purpose shall be called for with at least one week's notice shall be given to the membership. Upon the recommendation of a majority of the Personnel Committee and the Deacons or by a written petition signed by not less than one fourth of the church members, the Deacons shall call a meeting of the church. The moderator of this meeting shall be designated by the members present by majority vote, and shall be someone other than the Pastor. The vote to declare the office vacant shall be by secret ballot; an affirmative vote of two thirds of the members present being necessary to declare the office vacant. The termination shall be immediate.

In the event of a vacancy in the position of Pastor, a replacement or fill-in shall be considered by a Pulpit Committee consisting of three or five persons (no husbands and wives), elected by the Church in a business meeting from nominations made from the floor for members in good standing willing to serve. This committee shall consider the scriptural qualifications of potential Pastors. After due consideration, the Pulpit Committee shall recommend a man to the Church for approval or disapproval by written ballot. Only one name will be considered at a time. Approval by at least a three-fourths (3/4) majority of those members present and voting represents the acknowledgement of God's calling of the Pastor.

2. DEACONS

Qualifications

Deacons are to be servants of the Church. Their task is to serve with the Pastor and staff in leading the Church to achieve its objectives and in performing pastoral ministries, especially caring for the Church's members and other persons in the community.

All Candidates and wives for the Deacons Ministry must meet the spiritual qualifications as outlined in Acts 6:1-4 and 1 Timothy 3:8-13. Candidates must be active and supportive in the overall life of the church. They are to be tithers and abstain from drugs, tobacco or alcohol (unless used as for medicinal purposes). Candidates shall have been a Member of the Church for a least one year (after initial church startup) and are at least 21 years of age at the time they take office. The Pastor and the current Deacon body identify and contact potential candidates to confirm their willingness to serve.

When the need arises to elect deacons, they are to be elected by the Church in the following manner:

- (A) Deacons begin their service on September 1st of each year. Deacon ministry shall include the following officers: Chairman, Vice-Chairman and Secretary. The Chairman or Vice-Chairman shall be a participating member of the Mission Advisory Council.
- (B) There shall be at least three deacons plus no more than one deacon for each group of ten Church families. There shall be an "odd number" of deacons serving on the deacon ministry.
- (C) Qualified candidates will be voted on by the Church at a Sunday morning service using the secret ballot method where at least one week's notice has been given to the church membership.
- (D) The deacons shall serve on a rotation basis with approximately one-third being replaced each year. The term of active service shall be for three years. After serving a term of three years, a deacon shall not be eligible for reelection until after the lapse of one year. There is no obligations to constitute as a deacon a person who comes to the church from another Church where he has served as deacon.

- (E) During the initial church start-up process, the Deacon Rotation shall be decided by a draw of straws or on a volunteer basis at the first Deacons Meeting, as to which deacons will serve a one (1) year term, a two (2) year term, and a three (3) year term. This will ensure a deacon rotation beginning with the first three years of their service.

3. CHURCH CLERK

The Church shall elect annually a Clerk as its clerical officer. The clerk shall be responsible for keeping a suitable record of all official actions of this church, except as otherwise herein provided. The Clerk shall be responsible for keeping a register of names of members with dates of admission, termination, or death together with a record of baptisms. The Clerk shall issue letters of dismissal voted by the Church, preserve on file all communications and written reports, and give required notice of all meetings where notice is necessary as indicated by these bylaws. The clerk shall be responsible for preparing the Annual Profile Report and submitting it to the Tallapoosa Baptist Association.

The Church may delegate some of the clerical responsibilities to an Assistant Clerk or to the Church Secretary to assist the elected clerk. All church records are church property and shall be kept in the Church office when an office is maintained.

4. TREASURER

The Church shall elect annually a church treasurer as its financial officer. It shall be the duty of the treasurer to receive, preserve and pay all bills, upon receipt of vouchers approved and signed by authorized personnel. He/she shall keep at all times an itemized report of the receipts and disbursements. It shall be the duty of the treasurer to render to the Church at each regular business meetings an itemized report of the receipts and disbursements of the preceding month. The treasurer's report and records shall be reviewed periodically by an auditing committee or public accountant.

5. TRUSTEES

The Church shall elect three or more trustees to serve as legal officers for the Church. They shall hold in trust the church property. Upon a specific vote of the Church authorizing each action, they shall have the power to buy, sell, mortgage, lease or transfer any church property. When the signatures of trustees are required, they shall sign legal documents involving the sale, mortgage, purchase, or rental property, or other legal documents related to church approved matters. Trustees shall serve at the pleasure of the Church.

SECTION 4. CHURCH STAFF (PAID POSITIONS)

By virtue of his/her calling and office, the Staff person leads under the direction of the Pastor. He/She shall be elected for an indefinite period of time and may terminate his/her position with the Church by a notice of two weeks, or the Church may terminate his/her position by the same notice.

In the event of a vacancy in the staff position, a replacement or fill-in shall be considered by the Personnel Committee. This committee shall consider the scriptural qualifications of potential staff personnel. After due consideration, the Personnel Committee shall recommend the staff person to the church for approval or disapproval by written ballot. Only one name will be considered at a time. Approval by at least a three-fourths (3/4) majority of those members present and voting represents the acknowledgement of God's calling of the staff person.

SECTION 5. NOMINATING COMMITTEE

The Nominating Committee shall be selected by the following procedures: The Deacons select one person to serve as chair, the Pastor selects one person, and the Church selects three people at a business meeting. The first three members nominate, for election by the church, Directors for the Sunday school. Once elected, they become members of the Nominating Committee.

The Nominating Committee coordinates the staffing of all Church leadership positions filled by volunteer workers, unless otherwise specified therein. Persons considered for any such positions shall be contacted by the Nominating Committee. The Nominating Committee shall be responsible for filling all positions of each committee and organization suggested by the Mission Advisory Council.

Each position filled by the Nominating Committee shall be affirmed by majority vote of the Church, at a scheduled church wide business meeting.

Temporary Committees or Organizations may be appointed for temporary projects, functions, purposes, etc. by the Pastor, Chairman of Deacons or Nominating Committee Chair, without a vote by the church.

SECTION 6. PERSONNEL COMMITTEE

The Personnel Committee is a three-member committee that makes recommendations to the Mission Advisory Committee, concerning such areas as staff needs, employment, salaries, benefits, and other compensation. The MAC shall then recommend to the church concerning such needs, and shall be approved by a majority of the church members present at a church-wide business meeting.

SECTION 7. FINANCE COMMITTEE

The Finance Committee develops and recommends an overall budget and budget subscription plan. It advises and recommends in the administration of the gifts of Church members and others, using sound principles of financial management. It works with the treasurer in the preparation and presentation to the Church of required reports regarding the financial affairs of the Church. The Treasurer shall be an ex-officio member.

SECTION 8. CHURCH MINISTRIES/COMMITTEES/ORGANIZATIONS

The Ministries/Committee/organizations of the Church are to be consistent with the Church Covenant and Articles of Faith. They are to be under the supervision of the Pastor and Mission Advisory Council. In order for a Ministry, Committee or Organization to be considered, it must be under the scriptural authority of the Church so as to insure appropriate accountability, integrity, and management of such ministries.

A Directory of Ministries, Committees, and Organizations is to be maintained in the Church office. The directory shall describe the name, the defined objective and the chairperson having responsibility for that ministry. The person having that ministry responsibility (Chair) may create such organizational structure as is needed with the approval of the Pastor and Mission Advisory Council.

SECTION 9. MISSION ADVISORY COUNCIL

During the initial Church plant process the Mission Advisory Council shall recommend and define all needed committees, organizations, and ministries and their responsibilities, to the Church. Also, during this process, the Mission Advisory Council shall organize the following Positions, Committees and Organizations: Pastor, Finance Committee, Trustees, FAITH Ministry, Church Name, Music Director,

Pianist, Constitution and By-Laws Committee and Property and Grounds Search Committee, Church Finance Secretary and Church Treasurer.

The primary functions of the Mission Advisory Council shall be to recommend to the Church suggested objects and Church goals; to review and coordinate ministry plans recommended by Church officers, organizations, committees, and ministries; to recommend to the Church the use of leadership, calendar time, and other resources according to program priorities, and to evaluate achievements in terms of Church objectives and goals.

The Mission Advisory Council shall be the Pastor, staff members, other Church officers, directors of Church program organizations, and a representative of Church committees and ministries

ARTLCLE III. CHURCH ORDINANCES

SECTION 1. BAPTISM

This Church shall receive for baptism any person who has received Jesus Christ as Savior by personal faith, who professes Him publicly at any worship service, and who indicates a commitment to follow Christ as Lord.

1. Baptism shall be by immersion in water.
2. The Pastor, Staff Members or whomever the Church shall authorize, shall administer baptism.
3. Baptism shall be administered as an act of worship during any worship service of the Church or at any other appropriate time and place.

SECTION 2. THE LORD'S SUPPER

The Church shall observe the Lord's Supper at least quarterly. The Pastor and Deacons shall administer the Lord's Supper.

ARTICLE IV. GENERAL

SECTION 1. LICENSING AND ORDINATION

Any person recommended by the deacons and approved by the Pastor having given evidence that he is call to the work of the ministry, may be licensed to preach upon an affirmative vote at any Church business meeting. The Pastor shall possess the sole right to convene an Ordination Council to examine the qualifications of a candidate and, in turn, advise the Church as to the propriety of ordination. The final action to ordain such minister shall rest with the Church upon recommendation of the Pastor.

SECTION 2. ADOPTION OF CONSTITUTION AND BY-LAWS

This Constitution and the By-Laws, shall be considered adopted and will become effective the 4th day November 2012, upon affirmative vote of two-thirds (2/3) of the members present at a Church business meeting. The adoption shall affect a repeal of all previously adopted rules in conflict herewith.

SECTION 3. FISCAL Y EAR

The Church year shall begin on September 1, of each year.

ARTICLE V. AMENDMENTS TO THE BY-LAWS

Changes in the By-Laws may be made at a business meeting of the Church provided each amendment shall have been presented in writing at the previous business meeting and copies of the proposed amendment shall have been made available to the Church membership prior to the meeting at which the vote is to be taken. Amendments to the By-Laws shall be by two-thirds vote of Church members present provided the motion is presented at least one month before voting.

CORE VALUES

Faithfulness

Discipleship

Truth

Honesty/Integrity

Accountability

Service

Family

LAKE POINTE BAPTIST CHURCH

Vision Statement

In obedience to the commandment given to the New Testament church from Jesus Christ, as stated in Matthew 28:19-20, LPBC will share the gospel and the teachings of Jesus with all receptive persons in our community, as well as the state, the country and the world, making disciples and baptizing all new believers.

This will be accomplished by a loving, knowledgeable and mature church family, united in our beliefs and actions, and utilizing everyone's spiritual gifts. We will be gentle, patient and encouraging with a priority on prayer and seeking God's face.

We will use the Bible and biblically correct resources/guest speakers, as well as missions, family ministries, and programs for children though adults as a means to accomplish our vision.

Our environment will be safe, inviting, attractive and functionally suitable for worship, teaching, discipleship training, fellowship and service.

Others will see us as a light in the community by being an excited, friendly and accepting church, knowledgeable in explaining the gospel and involved in a variety of programs and ministries designed to meet the needs of families. They will see goals and strategies being developed, evaluated, adjusted and reached each year resulting in a continual increase in the Kingdom of God.

Because of our heartfelt love for Jesus and each other, we will work diligently and faithfully towards successfully completing our vision until the Lord calls us home.



Business Meeting 12/9/12

This committee would like to recommend to the church that the following amendments be added to the Constitution and Church By-Laws.

The corporate Church shall meet in regularly scheduled or duly called Church business meetings for the purpose of conducting the business of the Church. Regular Church business meetings are to be scheduled on the second Sunday evening through an announcement during the regular Sunday morning worship service.

The following amendment concerns the above which is found in Church By-Laws Article II, Section 2, concerning Church Business Meetings.

Until LPBC is in a permanent building at its permanent address, a special called business meeting will be allowed to take place during any Sunday Evening Service, provided that the need for the meeting and purpose of the meeting, is announced at the previous Morning Worship Service of the same date or earlier. This will allow LPBC to address issues that need to be discussed that is of a time sensitive situation. At a time decided by church vote, the standard seven day notice of a special called business meeting will resume.

To abstain from the sale and use of intoxicating drinks as a beverage (unless used as/for medicinal purposes), the abusive use of drugs and to be zealous in our efforts to advance the kingdom of our Savior.

All candidates and wives for the Deacons Ministry must meet the spiritual qualifications as outlined in Acts 6:1-4 and 1 Timothy 3:8-13. Candidates must be active and supportive in the overall life of the church. They are to be tithers and abstain from drugs, tobacco or alcohol (unless used as/for medicinal purposes). Candidates shall have been a Member of the Church for at least one year (after initial church startup) and are at least 21 years of age at the time they take office. The pastor and the current deacon body identify and contact potential candidates to confirm their willingness to serve.

The following amendment concerns the above which is found in the Church Constitution Article III, Church Covenant AND Church By-Laws Article II, Section 3.

Concerning the use of drugs, tobacco or alcohol, all Church Members, Officers and Personnel are encouraged to follow the guidelines about such use, as instructed by scripture in God's Word, The Holy Bible, which is found in Ephesians 5:18 and 1 Corinthians 6:19-20.

We the Church Constitution and By-Laws Committee recommend that this be titled as Amendment #1-12912.

Section 2
Page 8
(Now page 6)



Business Meeting 8/11/2013

James Martin made a motion to drop the last two sentence of the LPBC Bi-Laws, Article II, Section 5, Paragraph 1, Nominating Committee and change committee to team:

Current Bi-Laws read:

“The Nominating Committee shall be selected by the following procedures: The Deacons select one person to serve as chair, the Pastor selects one person, and the Church selects three people at a business meeting. The first three members nominate, for election by the church, Directors for the Sunday school. Once elected, they become members of the Nominating Committee.”

Recommended change shall read (as to be posted in the LPBC bulletin):

“The Nominating Committee shall be selected by the following procedures: The Deacons select one person to serve as chair, the Pastor selects one person, and the Church selects three people at a business meeting.”

This motion was seconded by Roger Owens and carried by all.

Barbara Gregory stated that the Nominating Team needs to get a Sunday School Teacher for the nursery, as she is just a worker.

Faith Outreach Team

Carrol Owens stated that the FAITH team will be going out for a Faith visit this Saturday, August 17, 2013, at 3:30 pm. Please be at the church by 3:00 pm in order teams can be formed.

Women’s Ministry Team (WMU)

Sandy Poe state the WMU will start in September. 2013 and that they have already been working with the Lochapoka School in helping the teachers with supplies. Sandy encouraged all women to come and participate.

We the Church Constitution and By-Laws Committee recommend that this be titled as Amendment #2-081113.

**Change to By-Laws
August 11, 2013
Business Meeting
Article II, Section 5, Paragraph 1
Page 11
(Now page 9)**

Policy for Marriage Ceremonies and/or Couples Living Together

Bylaws

According to God's law as written in the Bible (Genesis 2:19-24, Leviticus 18:22, Matthew 19:4-6, Romans 1:18-27, Ephesians 5:22-33, Hebrews 13:4) marriage is a union between one male and one female only. Since God sanctions the union in marriage of one male to one female, Lake Pointe Baptist Church sanctions a marriage compatible only in accordance with this Truth.

Policies

Lake Pointe Baptist Church is committed to protecting God's Truths as written in the Bible therefore:

1. Marriages performed in any facilities, or on any properties owned by Lake Pointe Baptist Church, will only be between one male and one female.
2. Any minister employed by Lake Pointe Baptist Church will only perform marriage ceremonies, conducted either on or off church properties, between one male and one female.
3. Membership in Lake Pointe Baptist Church will be extended only to individuals, and/or families (family being only of married couples between one male and one female, with/without children, and family being of a single parent, male or female, with children), who will commit to upholding and living pursuant to the Bylaws of Lake Pointe Baptist Church.

We the Church Constitution and By-Laws Committee recommend that this be titled as Amendment #3-081014.

**Added to By-Laws
August 10, 2014
Business Meeting**

The Assimilation System of Lake Pointe Baptist Church Dadeville, Alabama

1. INTRODUCTION.

This document provides the policy and procedures for the Assimilation System of Lake Pointe Baptist Church, Dadeville, Alabama. The Assimilation System includes all actions and processes involved in assisting first time guests of Lake Pointe moving along a path of becoming a fully functioning member of the body of Christ. The Assimilation System involves a three-phased process:

- First Time Guest to Second Time Guest;
- Second Time Guest to Regular Attendee; and
- Regular Attendee to Member.

Each phase includes procedures to ensure guests are greeted, guided, seated, and followed up with after their attendance. The Assimilation System is administered by the Assimilation Team.

2. SCOPE.

The scope of this document includes all functions, activities and ministries which are involved in assisting first time guests of Lake Pointe Baptist Church moving along a path toward becoming a fully functioning member of the body of Christ. The assimilation system includes how guests perceive the appearance and atmosphere of Lake Pointe; how guests are greeted, treated, guided and seated when they attend Lake Pointe; all follow up processes for guests; and other activities playing a direct or indirect roll in serving our guests as they grow in their faith and relationship with Jesus Christ. The pastor of Lake Pointe Baptist Church is responsible for the oversight of the Assimilation System, and every member of Lake Pointe is involved in the functioning of the assimilation process.

3. APPLICABILITY.

This document applies to all members of Lake Pointe Baptist Church and impacts all ministries of the church. The Assimilation System interacts with all other systems of the church and functions best when every member of Lake Pointe Baptist Church realizes their importance to the health of Lake Pointe's assimilation process. Where there is a conflict between the procedures identified in the Assimilation System with procedures identified in other policy documents, the Assimilation System procedures shall prevail.

This document becomes effective as of the date approved by majority vote of the membership of Lake Pointe Baptist Church and remains in effective until repealed or replaced in the same manner. The document should be reviewed at least once every three years and revised when needed.

4. POLICY.

It is the policy of Lake Pointe Baptist Church, Dadeville, Alabama, to fully engage in every practical manner to assist First Time Guests (FTGs) moving along a path toward become fully functioning members of the body of Christ. Lake Pointe Baptist Church (LPBC) shall endeavor to

- ensure guests always experience a very favorable first impression;
- to greet guests warmly and sincerely;
- to assist guests in navigating campus facilities;
- to make sure guests are seated comfortably;
- to work towards helping guests establish seven friend relationships in the church within the first six months of the guest's first time visit; and
- to ensure that all follow up activities are done in a timely and compassionate manner.

5. PROCEDURES.

The church is the body of Christ (Ephesians 5:23 and Colossians 1:24). Like the human body, the church includes several systems. In a system, smaller components work together to provide the functions for which the system exists. For example, a person's nose and mouth, airways, lungs, diaphragm, etc., work together in the Respiratory System of the human body. In the same manner, several units in the church work together to enable a first-time guest to become a second-time guest, and then to become a regular attendee, and eventually to become a follower of Christ and a member of the local church. The Assimilation System of Lake Pointe Baptist Church begins with the actions necessary to ensure a positive first impression for all guests of the church.

PHASE ONE – FIRST TIME GUEST to SECOND TIME GUEST (Goal: RETURN)

The primary goal of Phase One is to encourage a First-Time Guest (FTG) to RETURN and become a Second-Time Guest (2TG). The following procedures should be carried out with the aim of having our FTG become a 2TG.

(a) GATHERING.

Gathering includes all activities and ministries of Lake Pointe Baptist Church, Dadeville, Alabama (LPBC), aimed at getting people to come as our guest for the first time. We have a number of Gathering activities including LPBC's Outreach Ministry (Go, Love, Tell); special events such as "Big Days"; Fifth Sunday Fellowships; and so on.

GATHERING PROCEDURE 1. All Gathering activities shall be done with the aim of inviting people to come to services at LPBC as our guest. When possible, Gathering activities will include a means of collecting registration information for participants. The registration information shall provide sufficient information for Outreach Ministry Teams to contact the participants and personally invite them to be our guest at LPBC.

(b) GREETING.

Greeting includes all the activities and processes involved in providing FTGs with a very favorable first impression of LPBC. Surveys suggest that FTGs determine whether they plan to return to a church within seven (7) minutes of their arrival on campus! This means the Greeting Process at LPBC absolutely

must shine for Christ! The appearance of our grounds and facilities must always be clean, cordial and ready for our guests. From the time an FTG turns into our parking lot until they drive out, LPBC must do all we can to ensure they experience an environment in which they feel SAFE and WELCOME.

GREETING PROCEDURE 1. The Assimilation Team shall work closely with the Building and Grounds Team to ensure that LPBC campus and facilities are always at their best (clean, cordial, with adequate signage, etc.).

GREETING PROCEDURE 2. The Assimilation Team shall ensure that our guests find sufficient parking **CLOSE TO MAIN ENTRANCE**. Furthermore, the Assimilation Team shall ensure that our guests are **MET IN THE PARKING LOT** with umbrellas when weather demands it. The team shall also ensure that any guest requiring **SPECIAL ASSISTANCE** is **MET IN THE PARKING LOT** by someone willing and able to **WARMLY** provide such assistance. When needed, the Assimilation Team shall ensure that there are members of LPBC **DIRECTING TRAFFIC** in the parking lot.

GREETING PROCEDURE 3. The Assimilation Team shall work closely with the **USHERS** and **GREETERS** to ensure that every FTG to LPBC is met at the **ENTRANCE** with a **SINCERE WELCOME**. Those who are designated to meet our guests should wear name tags indicating their role and identifying them to the guests. Greeters should ensure our guests receive programs, connect cards, or any other materials needed for the event.

GREETING PROCEDURE 4. The Assimilation Team shall offer, from time to time, training to equip LPBC members with **KNOWLEDGE, SKILLS, and ABILITIES (KSAs)** to more effectively welcome guests.

GREETING PROCEDURE 5. The Assimilation Team shall work closely with our ushers to ensure that guests locate comfortable seating. The team shall endeavor to connect guests with members who may have similar interests, live in the same area, etc.

(c) **TREATED.**

The Assimilation Team will work diligently to ensure LPBC maintains a warm, welcoming atmosphere for all guests. The team will work closely with the staff, volunteers and every member of LPBC to develop, nurture, maintain and protect the welcoming atmosphere and the Christ-like spirit of LPBC faith family.

TREATED PROCEDURE 1. The Assimilation Team will conduct, through a variety of means, surveys to assess how guests to LPBC felt during their time here. At a minimum, the team will provide the results of such surveys to the LPBC business session once each church year (Sep 1 through Aug 31).

TREATED PROCEDURE 2. The Assimilation Team will work closely with LPBC pastor and staff to monitor and improve the way guests are received at LPBC. This action will include reviewing survey results, identifying and resolving any issues, and seeking to always improve the impression our guests have concerning LPBC and our Lord Jesus Christ (1 Corinthians 9:19-23).

(d) GUIDED.

One of the key things FTGs notice at a church is how easy (or difficult) it is to find their way around. Specifically, FTGs will want to quickly see where the Child Care, Restrooms and Worship Center are located. FTGs are not comfortable having to ask someone they do not know for directions.

GUIDING PROCEDURE 1. The Assimilation Team will work closely with LPBC's Building and Grounds Team and others to ensure that our campus and facilities are furnished with readily identifiable, easily read, and clear signage to help guest locate key resources such as Main Entrance, Auditorium, Restrooms, Child Care, etc.

GUIDING PROCEDURE 2. The Assimilation Team will work closely with members of LPBC to ensure that any guest who appears to be looking for something or who asks for directions is personally guided to the desired location.

(e) SEATED.

Guests to churches feel welcome when they do not have to search for seats. Guests are typically looking for seats where they will not be conspicuous or feel singled out. It is the responsibility of the LPBC Assimilation Team to make seating as easy and as comfortable as possible for our guests.

SEATING PROCEDURE 1. The Assimilation Team will work closely with our ushers to ensure that FTGs easily find comfortable seating.

SEATING PROCEDURE 2. The team shall endeavor to introduce FTGs to people in the LPBC faith family with common interests or who live in the same area or have other possible connect points.

(f) CONNECTED.

Guests who are most likely to return are guests who not only have a favorable first impression. They are guests who get connected to friend relationships in the church. Research shows that unless a guest establishes seven friend relationships within the church in the first six months, they will not stay with the church. The primary responsibility for getting our guests connected with the Lake Pointe faith family lies with the Assimilation Team.

CONNECTED PROCEDURE 1. The Assimilation Team will work with staff, greeters and ushers to ensure everyone receives and completes a connect card each week.

CONNECTED PROCEDURE 2. The Assimilation Team will work with the pastor, church staff, volunteers and members of the church to engage guests with families and people of similar interests for the purpose of initiating relationship connections.

(g) FOLLOW UP.

What happens after the weekend service is also very important in facilitating guests in their journey from FTG to fully functioning members of the body of Christ. The Assimilation Team plays a key role in assuring adequate follow up for all guests.

FOLLOW UP PROCEDURE 1. Within 36 to 48 hours after the weekend service, all FTGs should receive and email from the pastor (unless we were unable to obtain an email address).

FOLLOW UP PROCEDURE 2. Immediately following the service, FTGs will be offered a gift bag which includes information about the church, opportunities to connect and serve, and gift items in use by LPBC at the time.

FOLLOW UP PROCEDURE 3. Within four days following the weekend service, all FTGs will receive a handwritten note from the pastor along with a gift card.

FOLLOW UP PROCEDURE 4. Within one month after their first visit, FTGs will receive a letter from the pastor encouraging spiritual growth and inviting them to connect with a small group.

PHASE TWO – SECOND TIME GUEST to REGULAR ATTENDEE (Goal: RELATIONSHIP)

The primary goal of Phase Two is to encourage a Second-Time Guest (2TG) to engage in RELATIONSHIP (7 friend relationships) and become a Regular Attendee (RA). The following procedures should be carried out with the aim of having our 2TG develop relationships and become a Regular Attendee.

(a) GREETED.

The greeting procedures identified in Phase One apply in Phase Two as well. A key purpose in Phase Two is to help our 2TGs sense that they are EXPECTED. All that we do in Phase Two in terms of Greeting our guests should help to make them feel welcome and expected.

//for PROCEDURES, see PHASE ONE PROCEDURES 1 through 5 in the GREETED section//

(b) TREATED.

The Assimilation Team will work diligently to ensure LPBC maintains a warm, welcoming atmosphere for all guests. The team will work closely with the staff, volunteers and every member of LPBC to develop, nurture, maintain and protect the welcoming atmosphere and the Christ-like spirit of LPBC faith family.

TREATED PROCEDURE 1. The Assimilation Team will conduct, through a variety of means, surveys to assess how guests to LPBC felt during their time here. At a minimum, the team will provide the results of such surveys to the LPBC business session once each church year (Sep 1 through Aug 31).

TREATED PROCEDURE 2. The Assimilation Team will work closely with LPBC pastor and staff to monitor and improve the way guests are received at LPBC. This action will include reviewing survey results, identifying and resolving any issues, and seeking to always improve the impression our guests have concerning LPBC and our Lord Jesus Christ (1 Corinthians 9:19-23).

(c) GUIDED.

Like FTGs, 2TGs prefer not having to ask for directions. One of the key things guests notice at a church is how easy (or difficult) it is to find their way around. Specifically, 2TGs will want to quickly see where the Child Care, Restrooms and Worship Center are located. All the GUIDED procedures in Phase One apply in Phase Two.

//for PROCEDURES, see PHASE ONE PROCEDURES 1 and 2 in the GUIDED section//

(d) SEATED.

Guests to churches feel welcome when they do not have to search for seats. Guests are typically looking for seats where they will not be conspicuous or feel singled out. It is the responsibility of the LPBC Assimilation Team to make seating as easy and as comfortable as possible for our guests.

SEATING PROCEDURE 1. The Assimilation Team will work closely with our ushers to ensure that 2TGs easily find comfortable seating.

SEATING PROCEDURE 2. The team shall endeavor to introduce 2TGs to people in the LPBC faith family with common interests or who live in the same area or have other possible connect points.

(e) CONNECTED.

Guests who are most likely to return are guests who not only have a favorable first impression. They are guests who get connected to friend relationships in the church. Research shows that unless a guest establishes seven friend relationships within the church in the first six months, they will not stay with the church. The primary responsibility for getting our guests connected with the Lake Pointe faith family lies with the Assimilation Team.

CONNECTED PROCEDURE 1. The Assimilation Team will work with staff, greeters and ushers to ensure everyone receives and completes a connect card each week.

CONNECTED PROCEDURE 2. The Assimilation Team will work with the pastor, church staff, volunteers and members of the church to engage guests with families and people of similar interests to continue developing seven friend relationship connections.

(f) FOLLOW UP.

What happens after the weekend service is also very important in facilitating guests in their journey from 2TG to fully functioning members of the body of Christ. The Assimilation Team plays a key role in assuring adequate follow up for all guests.

FOLLOW UP PROCEDURE 1. The Assimilation Team will work with staff and members of LPBC to ensure that the pastor is made available to guests first immediately after service.

FOLLOW UP PROCEDURE 2. Within 36 to 48 hours after the weekend service, all FTGs should receive and email from the pastor (unless we were unable to obtain an email address). This email **MUST** contain different information from FTG.

FOLLOW UP PROCEDURE 3. Within four days following the weekend service, all FTGs will receive a letter from the pastor focusing on **NEXT STEPS**.

FOLLOW UP PROCEDURE 4. The Assimilation Team will endeavor to ensure 2TGs have the opportunity to sign up (simple, one-step signup process) for post weekend activities (small groups, fun events, service opportunities).

PHASE THREE – REGULAR ATTENDEE (Goal: RESPONSIBILITY)

The primary goal of Phase Three is to encourage a Regular Attendee (RA) to begin taking responsibility for being a disciple-making disciple. The Assimilation Team should continue working toward seeing RAs establish seven friend relationships within the faith family at LPBC. Additionally, the team should encourage RAs to consider becoming a member of the body of Christ. In addition to the procedures identified in Phase One and Phase Two, the following procedures apply specifically to PHASE THREE of the process.

PHASE THREE PROCEDURE 1. The Assimilation Team should work closely with the pastor, staff and discipleship team to enroll Regular Attendees in service opportunities that do not absolutely require membership. Examples might be greeters, ushers, parking lot attendants, etc.

PHASE THREE PROCEDURE 2. The Assimilation Team will work closely with the pastor, staff and discipleship team to ensure the signup process for small groups and service opportunities is a simple, one-step process.

6. ORGANIZATION.

The Assimilation Team is led by the Director of Assimilation, with assistance from the Deputy Director of Assimilation. The Director of Assimilation shall, with the advice and support of the Pastor, enlist the team leaders from all standing teams of Lake Pointe Baptist Church to serve as members of the Assimilation Team. Members of the Assimilation Team shall, with the advice and support of the Director of Assimilation, shall enlist regular attendees and members of Lake Pointe Baptist Church to serve as

Assimilation Catalysts in areas of assimilation where the attendees and members are most gifted and willing to serve. The Director of Assimilation, with the aid of the Deputy Director of Assimilation, shall maintain a current roster of the Assimilation Team (including contact information, LPBC membership status, and term of service).

ORGANIZATION PROCEDURE 1. The LPBC Nominating Team shall recommend to the church a Director of Assimilation and a Deputy Director of Assimilation as needed.

Assimilation Organization Procedural Policy 1.a. The term of office for the Director of Assimilation shall be two years and shall begin and end in accordance with LPBC Church Year (1 Sep – 31 Aug). In the event the office of Director of Assimilation becomes vacant during a term, the Deputy Director shall complete the term. In the event of no Deputy Director, or in the event the Deputy Director is unable to complete the term, the LPBC Lead Pastor may appoint an Interim Director of Assimilation to complete the term.

ORGANIZATION PROCEDURE 2. The Assimilation Director and Deputy Director shall enlist LPBC Standing Team leads to serve for one year terms on the Assimilation Team.

ORGANIZATION PROCEDURE 3. The Assimilation Director and Deputy Director shall enlist regular attendees and members to serve as Assimilation Catalysts for a term of one year. Catalysts may be reappointed after a one year respite.

7. CHANGES.

This document may be changed by a majority vote of a regular or special called business session of Lake Pointe Baptist Church, Dadeville, Alabama.

We the Church Constitution and By-Laws Committee recommend that this be titled as Amendment #4-05142017.

**Added to By-Laws
May 14, 2017
Business Meeting**