

Constitution

North Glencoe Baptist Church

I. Preamble

We declare and establish this Constitution to preserve and secure the principles of our faith and to govern the body in an orderly manner. This Constitution will preserve the liberties of each individual member, rightly align the body with Biblical government, and protect the freedom of action of this body in its relation to other churches by members being led by the Holy Spirit to follow the teachings of the New Testament in all matters of faith and practice, recognizing the Lordship of Jesus Christ.

II. Name and Location

This body shall be known as the North Glencoe Baptist Church located in Glencoe, Alabama as established March 6, 1961 for any and all legal purposes and shall be known only as such in any legal correspondence as this is the incorporated name of the body which is housed in the incorporation documents as prepared, executed and filed on April 6, 1961 and held on record in the Probate Office of Etowah County, Alabama known as the same as a 501 (3) C as provided for under the laws of the State of Alabama and the Internal Revenue Service. The purpose of the act of incorporation was merely to create a legal entity to hold in trust the properties, both real and personal, of the North Glencoe Baptist Church. A copy of the incorporation of the local church is to be housed in the office of the North Glencoe Baptist Church at all times.

III. Authority

The church's head is Jesus Christ. The Bible shall be the sole and sufficient authority in all matters of faith and practice.

IV. Purpose

The purpose of North Glencoe Baptist Church is to glorify God as obedient worshippers resulting in making and equipping disciples in Etowah County and the world, through the power of the Holy Spirit. Further, it is to provide a place of worship for its members, who shall be members in good standing with the local body and conducting the affairs of the congregation according to the principles of North Glencoe Baptist Church. To promote the cause of Christianity in accord with the Word of God and to receive, manage, and distributing gifts, bequests, and other funds for the benefit of the congregation, owning and maintaining suitable buildings and facilities necessary for their acquisition, upkeep, maintenance and sale, all in accord with the By-laws of the North Glencoe Baptist Church, and any and all other legal purposes a 501 (3) C corporation may be authorized.

V. Statement of Basic Beliefs

We affirm the Bible as the inspired Word of God and the basis for all our beliefs. This church subscribes to the doctrinal statement of The Baptist Faith and Message as adopted by the Southern Baptist Convention in 1963 and amended in 1998 and 2000.

VI. Church Membership

This is a sovereign church under the rule of our Lord Jesus Christ, The membership retains unto itself the exclusive right of self-government in all phases of the spiritual and temporal life of this church. The membership reserves the exclusive right to determine who shall be members of this church and the conditions of such membership. Procedures for admission, dismissal and transfer shall be

provided in the Bylaws of the church. Any person may offer himself as a candidate for membership of this church without respect to sex, race, or national origin. The final government of this church is vested in the body of believers who compose it. Persons duly received by the members shall constitute the membership. The church is not subject to the control of any other ecclesiastical body, but it recognizes and sustains the obligations of mutual counsel and cooperation that are common among Baptist churches. Insofar as is practical, this Church shall cooperate with and support the Etowah Baptist Association, Alabama Baptist State Convention, and the Southern Baptist Convention. The congregational form of government shall be inviolably preserved in this Church, The assumption of authority by any individual or group apart from the responsibilities placed upon them by this Constitution and Bylaws is inconsistent with the spirit of this document and the will of this Church and will not be tolerated.

VII. Member Meetings

See Bylaws

VIII. Bylaws

This church shall have Bylaws reflecting a more general view of the working of this body. These Bylaws may be adopted by a two-thirds vote of those present and voting when the church is sitting in duly called and held Members Meeting. The Bylaws may be amended or rescinded by the church sitting in a duly called and held Members Meeting as provided in the Bylaws.

IX. Officers

The Church shall officially have officers which will include the Trustees, composed of three, who shall make and execute all contracts, deeds, bonds, notes, negotiable instruments, mortgages, trusts and all other instruments of indebtedness or conveyance of the incorporated church upon the order thereof, by resolution by the church sitting in a duly called Members Meeting, duly adopted for such purposes; provided, however that all such documents be signed for and on behalf of the Trustees by any two of the three officers of the Trustees and attested by the clerk of the incorporated church.

The Trustees shall have other duties and authority as provided by the Bylaws of the church.

In the absence of availability of the requisite number of officers of the Trustees, and/or the church clerk, the church sitting in a duly called and held Members Meeting may designate another member or members or church officers to execute and attest the instruments outlined above. All deeds shall be registered or recorded in the incorporated name of North Glencoe Baptist Church. All deeds shall be registered or recorded directly upon their execution in their respective county courthouse.

X. Transfer of Assets in the Event of Dissolution

In the event this corporation shall cease to exist, or depart from its present assembly, the assets of the corporation shall revert to the Trustees to be distributed. No assets of any substantial value of this church shall be distributed to any member or officer or Trustee of this church. The Trustees shall pay or make provisions for the payments of all liabilities of the church from the assets. All remaining assets shall be distributed, according to church vote, to one or more organizations described in Section 501 (3) C of the Internal Revenue Code or the corresponding sections of any prior or future Internal Revenue Code.

XI. Amendments

This Constitution may be amended in any regular Members Meeting or such meeting called for that purpose. It shall require a two-thirds vote of members present and voting, provided each amendment shall have been presented in writing at the previous Members Meeting and copies of the proposed amendment furnished to each member present. Additionally, proposed amendments may be made by presenting such proposals to the Elders and they in turn calling for a special Members Meeting providing all present with a copy of the proposed amendment(s) and giving at that time at least a two-week notice of the vote on the amendment.

By-Laws *North Glencoe Baptist Church*

I. Membership

Section 1. Church membership is a serious commitment. The elders shall oversee the orientation of all potential (new) members. This orientation may be one-on-one, small groups, or other means to accomplish the purpose.

Section 2. New members are accepted in one of the following ways:

1. By Baptism (Immersion)
2. By Letter of Recommendation from another Baptist church of like faith and doctrine
3. By Statement of Christian experience if previously baptized (immersed) in a church of like faith and doctrine
4. By Restoration if excluded from the church for disciplinary reasons, or personal request, after making due confession to the Elders and to the church, giving satisfactory evidence of repentance for sin

Section 3. Expectations of all church members:

1. Members are to live holy lives. (1 Peter 1:15-16)
2. Members are to be faithful in attendance and endurance. (Hebrews 3:14; 10:24-25)
3. Members are to pray. (Ephesians 6:18)
4. Members are to maintain the unity of the church. (John 13: 34-35, Philippians 2:1-4)
5. Members are to actively share the Gospel. (Acts 1:8)
6. Members are to discover, develop and use their spiritual gift(s) in ministry. (1 Corinthians 12: 7)
7. Members are to give their tithes and offerings to the ministry of the church. (Malachi 3:10, 1 Corinthians 16:1-2)
8. Members are to pray for and support the Elders. (Hebrews 13:17)

Section 4. Members will be removed from the church roll for any of the following reasons:

1. Members will be removed from the church roll upon their death.
2. Members will be removed from the church roll if they unite with another church.
3. Members will be removed from the church roll by asking to be removed either by personal request or in writing.
4. Members will be removed from the church roll as a result of church discipline as exercised by the Elders.

II. Church Officers

Section 1. Trustees

1. The Trustees shall be a minimum of three persons as nominated by the Nominating Team of the Deacons who shall serve for three-year staggered terms. If a vacancy occurs during the year, the chairman of Deacons shall serve as a Trustee or appoint someone to serve the remaining part of the year. No one serving as a Trustee should be less than 21 years of age.
2. The officers of the Trustees shall be a president, vice-president and secretary. The Nominating Team shall note the officers annually.
3. The president shall preside at all meetings and discharge such duties as the laws of the State of Alabama and this Constitution prescribes, and such other duties not inconsistent therewith as may be required. Two members shall constitute a quorum for business.
4. In addition to the duties as outlined in the Constitution, the Trustees shall secure a safety deposit box with the bank keeping a copy of all deeds, abstracts, contracts, etc. deemed advisable to keep.
5. The Trustees will have charge of the insurance program of the church assuring the church is properly covered. The insurance program shall include, but not be limited to, coverage of all church buildings and vehicles, liability insurance for the Pastor and Trustees and bonds on the financial secretary, etc.
6. The Trustees shall be responsible for material issues such as insuring that the church has a current pest control plan, approving disposal of all church property (furniture, etc., not land), and other things as deemed advisable.
7. The Trustees shall be ultimately responsible to ensure all adults comply with the church's policies in regard to providing a safe environment for all minors and protection of minors.

Section 2. Clerk

1. The clerk shall maintain an accurate, up-to-date register of all members with dates of admission, dismissal, death, or any other means of exclusion, and a record of baptisms.
2. The clerk shall keep in a suitable book a record of all regular and special Members Meetings.
3. The clerk shall issue letters of dismissal as approved by the Elders.
4. All books and records kept by the clerk shall be considered property of the church.
5. The clerk shall be responsible for preparing the annual profile of the church to the Association.
6. The clerk shall be diligent to seek current addresses for all the members, but if attempts to secure an updated address are not successful he shall remove, after approval from the Elders, any such member from the membership roll.
7. The duties of the clerk may be delegated in full or part to a secretary who will assist the elected clerk.

Section 3. Treasurer

1. The treasurer shall act on behalf of the church as its financial officer.
2. It shall be the duty of the treasurer to receive, preserve, and pay out all money or things of value paid or given to the church, keeping at all times an itemized account of all receipts and disbursements.
3. It shall be the duty of the treasurer to render to the church at each regular Members Meeting an updated financial report.
4. The duties of the treasurer may be delegated in full or part to a secretary who will assist the elected treasurer.

Section 4. Elders (Refer to Appendix A)

Section 5. Moderator (Refer to Appendix A, VI. 5)

III. Spiritual Leadership

Section 1. Elders (Refer to Appendix A)

Section 2. Deacons (Refer to Appendix B)

Section 3. Ministry Team Leaders (Refer to Appendix C)

IV. Church Staff

Section 1. Purpose

The Pastor will lead the church staff to fulfill their responsibility of equipping the members of the church to do the work of ministry. (Ephesians 4: 11-13)

Section 2. Responsibility

The ministerial staff's primary responsibility is to equip the members of the church to do the work of ministry. The ministerial staff shall follow the leadership of the Pastor and Personnel Team.

Section 3. Election

1. The church shall call all ministerial staff as deemed necessary upon recommendation by the Pastor and Personnel Team with approval from the Elders. This call shall be for an indefinite or specified period of time. Each staff member's call shall be accompanied with a written Ministry Description and a compensation package. A three-fourths (75%) vote of members present and voting will be required to issue a call.

2. The Pastor and Personnel Team shall employ non-ministerial staff as deemed necessary for an indefinite or specified period of time. Each staff member's position shall have a written ministry description. The church prior to the Pastor and Personnel Team's actions shall approve the position and salary.

V. Ministry Teams

Section 1. Purpose

The Ministry Teams shall be composed of members who are using their gifts and interests to serve the body in tangible areas. They are the hands and feet of this body.

Section 2. Election

All Ministry Team leaders, except for those who the Nominating Team nominates to the church (Refer to Appendix B. II., A. 2,3,4), will be selected by the Deacons. The team leader shall select all Ministry Team members after adequately seeking out all members who would be interested or gifted to serve in their area of ministry.

Section 3. Personnel Team

1. The Personnel Team shall consist of three members who shall serve for a three-year rotating term. A member of this team may not succeed himself.

2. The Pastor (or Elder as appointed by the Elders) shall serve with the Personnel Team providing leadership and having all rights and privileges equal with the other members.

3. In addition to the responsibilities listed elsewhere in the Bylaws, the Personnel Team shall oversee all matters relating to ministerial staff and support staff (except the Senior Pastor) including, but not limited to, recruiting, interviewing and recommending potential staff members, recommending salaries and benefits, and making personnel policies.

Section 4. Finance Team

1. The Finance Team shall consist of six members who shall serve for a three-year rotating term. The Treasurer and Financial Secretary shall serve as ex-officio members. A member of this team may not succeed himself.

2. The Finance Team shall have charge of the financial affairs of the church. They shall monitor the receipts and disbursements of all church funds assuring all are handled properly and in accordance with the desires of the church and the budget. They shall assure that all checks disbursed shall have two signatures as approved by the team.

3. The Finance Team shall oversee the Tellers. All money of the church shall be counted by a minimum of two church members.

Section 5. Others

The Deacons shall add other Ministry Teams as deemed necessary.

VI. Ministry Programs

Section 1. All Ministry Programs shall serve the church in assisting it to fulfill its mission.

Section 2. Ministry Programs shall be approved and appointed by the Elders. These programs will always include small group Bible Study ministry, a discipleship ministry and other programs as deemed necessary.

VII. Church Year/Fiscal Year

The church year shall extend from the first day of September for a period of twelve months, and each twelve-month period thereafter. The fiscal year shall extend from the first day of January for a period of twelve months, and each twelve-month period thereafter.

VIII. Ordinances

Section 1. Baptism

1. The church shall receive for baptism any person who presents himself or herself as having received Jesus as Savior and Lord.
2. Baptism shall be by immersion in water.
3. The Elders shall select those who shall administer baptism.
4. Baptism shall be administered as an act of worship at times as designated by the Elders.
5. Those baptized will not be considered members of our church until they have completed the Orientation Class.

Section 2. Lord's Supper

The church shall observe the Lord's Supper as deemed appropriate by the Elders. The Elders, Deacons and anyone else as appointed by the Elders shall administer the Lord's Supper, with the Deacons responsible for the physical preparations.

IX. Church Services

The Elders will determine worship services and other services helpful to carrying out the church's mission.

X. Member Meetings

Section 1. The church shall hold regularly scheduled Member Meetings quarterly at a designated time as determined and approved by the church.

Section 2. Special Members meetings shall be held between the regularly scheduled meetings to consider special matters of significant nature. Unless these Bylaws address a specific guideline for the matter to be discussed, it is recommended that a one-week notice be given of these matters, if possible. However, the Elders may call for such a meeting without a week's notice as long as the notification of such meeting is given on a Sunday and the action does not violate a required period of notification.

Section 3. Provided all constitutional provisions for notification have been met, a quorum shall be understood to be met by those members present.

Section 4. Robert's Rules of Order: Revised, Current Edition will be used for parliamentary rules of procedure. However, the "law of love" shall supersede all other rules in seeking to keep peace and harmony with the body.

Section 5. An Elder (as appointed by themselves) shall serve as Moderator of the members meetings.

Section 6. All members present and in full standing with the church may act and vote in the transactions of the church. No provision is made for absentee voting on any transactions of the church.

Section 7. The Elders shall designate the order of business.

Section 8. Unless otherwise noted in these Bylaws, all votes by the church must be a simple majority to constitute a decision.

XI. Finances

Section 1. The church budget shall be composed annually with an Elder as Chairman of the Budget Team serving with the Finance Team, church staff, Ministry Program directors, Ministry Team leaders, and officers. The Budget Team will cease to operate after the church has approved the budget.

Section 2. The church budget shall be a guideline for disbursements of funds for ministries and expenses. The Finance Team shall oversee the budget throughout the year providing guidance concerning expenditures.

Section 3. Decisions by the church of buying property, securing indebtedness, or other expenditures over two percent of the church's budget shall require a two-thirds vote of the members present and voting. A one-week notice shall be given to the church of these impending decisions.

Section 4. The church shall always give a minimum of ten percent of the church's budget to church supported missions.

Section 5. Every member shall have the absolute right, at any reasonable time, to inspect all books, records, documents of every kind (with the exception of confidential, personnel and contribution records) and the physical properties of this church.

Section 6. An annual review of the church's financial records must be done by the Finance Team or any other appropriate group (inside or outside the church).

XII. Ordination and Licensure

Section 1. All recommendations for ordination and licensure shall be made by the Elders and presented to the church for a vote. If approved by the church, the Elders shall make appropriate plans for implementing the ordination or licensing.

Section 2. The Elders shall do discipline of persons who have been ordained or licensed by this body.

XIII. Indemnification

Section 1. If a legal claim or criminal allegation is made against a person because he or she is or was an officer, employee, or agent of the church, the church shall provide indemnification against liability and costs incurred in defending against the claim if the Elders determine that the person acted (a) in good faith, (b) with the care an ordinarily prudent person in a similar position would exercise under similar circumstances, and (c) in a manner the person reasonably believed to be in the best interest of the church, and the person had no reasonable cause to believe his or her conduct was unlawful.

Section 2. At the discretion of the Elders, the church also may indemnify any person who acted in good faith and reasonably believed that his or her conduct was in the church's best interest and not unlawful.

Section 3. If a quorum of the Elders is not available for an indemnification determination because of the number of Elders seeking indemnification, the requisite determination may be made by the membership or by special legal counsel appointed by the membership.

XIV. Amendments

These Bylaws may be amended in any regular Members Meetings or such meeting called for that purpose. It shall require a two-thirds vote of members present and voting, provided each amendment shall have been presented in writing at the previous Members Meeting and copies of the proposed amendment furnished to each member present. Additionally, proposed amendments may be made by presenting such proposals to the Elders and they in turn calling for a special Members Meeting providing all present with a copy of the proposed amendment(s) and giving at that time at least a two-week notice of the vote on the amendment.

B. Process

1. Recommendation

Any church member, Deacon, or Elder may present a person to the Elder/Deacon Selection Team for consideration as an Elder. They may do this any time of the year by filling out the Elder/Deacon Selection Form and submitting it to the Chairman of Deacons.

2. Selection Process

a. The Elder/Deacon Selection Committee shall consist of one Elder; the Chairman and Vice-Chairman of the Deacons; the Senior Pastor; and two elected persons of the congregation.

b. Each recommended person shall prayerfully (with fasting) and carefully be considered by the Committee. Those who meet the qualifications shall be interviewed by the Committee and shall prayerfully make the decision on that recommendation whether to continue or not. The recommended person must pass the Elder/Deacon Selection Team unanimous approval. Acts 14:23

c. The Elder/Deacon Selection Committee shall present their recommendation to the Elders for approval. Titus 1:5; Acts 6:3-6; 14:23

d. The Elder/Deacon Selection Committee shall announce to the church of a pending recommendation for Elder. The recommended person shall be presented to the church on a Sunday. The church shall be given thirty days for any member to respond to the Committee if there is any Biblical basis for any recommended person not to be ordained as an Elder.

e. After been given a one-week notice on a Sunday, the church shall vote on the recommended person at a time designated by the Elder/Deacon Selection Committee, but not with the thirty days (see 2.d). There should be a time of prayer and fasting prior to the election of anyone for an Elder. (Acts 14:23) A 75% majority vote is required to elect the Elder.

3. Ordination

The Elders shall set an ordination for Elders upon their confirmation by the body.

C. Discipline Process

1. Elder-to Elder Discipline

Elders are to hold one another accountable for the welfare of the Elder body, as well as the welfare of the church body. If the Elders feel one of their own should be removed and after attempts to redeem the Elder there is no repentance or the Biblical qualifications have been violated, then he will be asked to resign. Recourse may be brought by the dismissed Elder to the church, if he so desires. (See V. D)
Paul rebuked Peter, Galatians 2:11-21

2. Church-to-Elder Discipline

If accusations of wrongdoing against an Elder are needed to be heard, then two or more witnesses to that wrongdoing should appear before the Elders. The Elders (minus the one in question) will judge among themselves concerning this discipline. Recourse may be brought by those members to the church to overrule the Elders, if they so desire.
(See V. D.) 1 Timothy 5:19-20

IV. Relationships of the Elders

A. With One Another

1. The elders shall pray for one another and support one another seeking the unity of Christ through them. I Peter 5: 1-3
2. The elders shall have unanimous decisions seeking with prayer, humility and self-sacrifice to know the will of God without dispute.
Psalms 133; Philippians 1:27; 2:2-5; I Corinthians 1:10; Romans 15:5-6
3. The elders shall approve any new appointees for the Elder body.
4. The Elders shall discipline themselves and shall be open to the discipline of the body.
(I Timothy 5:19-20).

B. With the Church

1. The Elders shall present unity in leadership to the church.
2. The Elders shall seek God's perfect will for the leadership of the church.
3. The Elders shall oversee the orientation of all potential members. They shall act on all requests for transfer of membership.
4. The Elders shall discipline any members who are in err, prayerfully hoping for reconciliation rather than rebuke and dismissal.
5. The Elders shall share pertinent information with the body through public worship services, membership meetings or printed resources.
6. The Elders may not make the following decisions without church approval: Calling a new Senior Pastor; selling church property; approving church debt; changing denominational affiliation and changing Articles of Incorporation or the Church Constitution.

C. With the Deacons

An elder shall be present at all Deacon's Meetings to give the Deacon Body an update on the Elders' Ministry and to share a teaching and/or devotional time with the Deacons.

D. With other Ministry Teams

The Elders shall approve all major decisions by the Finance, Personnel or Trustee Teams before presentation to the church. An Elder (preferably the Senior Pastor) shall serve on the Finance, Personnel and Trustee teams with full authority, rights and privileges.

E. With the Church Staff

The Elders shall support the staff of the church and shall respect the authority of the Pastor and Personnel Team in supervising, leading, and guiding the staff. All ministerial staff shall be approved through the Elders before presentation to the church.

F. With the Senior Pastor

1. The Elders shall respect the authority and calling of the Senior Pastor.
2. The Elders shall serve with the Selection Team as a Search Team in the case of a vacancy with the Senior Pastor. Upon making a recommendation to the church on calling a Senior Pastor, the church shall be called to vote at the discretion of the Elder body. An affirmative 75% ballot vote of those present is necessary to constitute a choice.
3. The Elders shall oversee an interim period between Senior Pastors.
4. The Elders shall discipline the Senior Pastor as any other Elder. (See in. C. 1.)
5. The Elders shall recommend to the Budget Committee the compensation for the Senior Pastor.
6. The Elders shall work with the Senior Pastor in adopting guidelines for his relationship with the church (schedule, time away, vacations, etc), and serve as his supervisor.
7. Should there be a disruptive conflict arise between the Elders and Senior Pastor or Senior Pastor and church, the Elders and Senior Pastor shall seek competent counsel from outside the membership to meet with them and advise them. If no resolution can be resolved and the Senior Pastor resigns under pressure, then the Elders would have the authority to negotiate and pay the Pastor up to six months salary and benefits. He shall not be expected to fill the pulpit or perform pastoral duties during that time.

V. Church's Relationship to the Elders

- A. The church shall pray for the Elders. Hebrews 13:7
- B. The church shall submit to the Elders' leadership and obey them as the leadership obeys the Word. Hebrews 13:7,17, 24
- C. The church shall financially support the Elders who are full time ministerial staff.
1 Timothy 5:17
- D. The church shall hold the Elders accountable for their decisions. If the church wishes to overrule an Elder decision, they may present their case, in writing, to the Chairman of Deacons. The Deacons shall call for a special members meeting, giving the church a week's notice with an announcement on a Sunday worship service. A 75% majority vote is required to overrule the Elders.

VI. Organization of the Elders

- A. The Senior Pastor shall be the Chairman of the Elder Body.
- B. All Elders shall serve indefinitely.
- C. The Elders shall organize themselves and set meetings as they deem necessary to carry out their purpose and responsibilities.
- D. The Elders shall seek the wisdom and counsel of qualified men outside the body when they deem it necessary.
- E. An Elder (as appointed by themselves) shall serve as Moderator of the members meetings.
- F. There is no set amount of elders required, although there should be a minimum of three at all times. Titus 1:5; Acts 14:23
- G. An elder may resign his position as an Elder but would be required to go through the selection process again before rejoining the Elder body.
- H. An elder, with permission of the Elder Body, may request a leave of absence.
- I. No Elder shall hold the office of a Deacon and Elder simultaneously.

Appendix B

Deacons North Glencoe Baptist Church

I. Purpose of the Deacons

The Deacons shall serve the church by providing oversight of the physical and material areas of the church, as, deemed appropriate by the Elders.

II. Responsibilities of the Deacons

A. Nominating Team

1. The Deacons shall annually form a Nominating Team of Deacons.
2. The Nominating Team shall nominate to the church prior to the new church year (with approval of the Elders) persons of the church to fill vacancies on the Finance, Personnel, and Trustee teams and any other church officers.
3. The Nominating Team shall nominate to the church prior to the new church year two members of the congregation to serve on the Elder/Deacon Selection Committee.
4. The Nominating Team shall nominate program directors to the church (such as Sunday School Director, etc), as the church deems such programs are needed.

B. Oversee all the Ministry Teams of the Church

1. The Deacons shall oversee all the Ministry Teams of the church approving their leadership, membership and activities.
2. All Ministry Team leaders shall attend the monthly Deacons meeting for inspiration, guidance, accountability, and seeking unity within the body.
3. The Deacons shall be responsible to assure all Ministry Teams have up-to-date ministry descriptions outlining areas of responsibilities.

C. Widows Ministry

Each deacon shall be assigned the responsibility of overseeing the needs and welfare of one or more widows/widowers within the church.

III. Selection of the Deacons

A. Qualifications

Men who meet the qualifications outlined in I Timothy 3:8-13.

B. Election Process

1. Recommendation

Any church member, Deacon, or Elder may present a person to the Elder/Deacon Selection Committee for consideration as a Deacon. They may do this any time of the year by filling out the Elder/Deacon Selection Form and submitting it to the Chairman of Deacons.

2. Selection Process

- a. The Elder/Deacon Selection Team shall consist of one Elder, the Chairman and Vice Chairman of the Deacons, the Senior Pastor, and two elected persons of the congregation.
- b. Each nominated person shall prayerfully (with fasting) and carefully be considered by the Committee. Those who meet the qualifications shall be interviewed by the Committee and shall prayerfully make the decision on that nominee whether to continue or not. The nominee must pass the Selection Committee unanimous approval. Acts 14:23
- c. The Selection Committee shall present their nominee to the Elders for approval. Titus 1:5; Acts 6:3-6, 14:23
- d. The Elder/Deacon Selection Committee shall announce to the church a pending nominee for Deacon. The recommended person shall be presented to the church on a Sunday, The church shall be given fourteen days for any member to respond to the Committee if there is any Biblical basis for any recommended person not to be ordained as a Deacon.
- e. After having been given a one-week notice on a Sunday, the church shall vote on the recommended person at a time designated by the Elder/Deacon Selection Committee, but not within the fourteen days (see 2.d). There should be a time of prayer and fasting prior to the election of anyone for a Deacon. (Acts 14:23) A 75% majority vote is required to elect the Deacon.

3. Ordination

The Elders shall set an ordination for the Deacons upon their election by the body.

C. Discipline Process

1. Deacon-to-Deacon Discipline

Deacons are to hold one another accountable for the welfare of the Deacon body, as well as the welfare of the church body. The Deacons may wish to

remove one of their own from the body by asking for their resignation. The Deacon in question may appeal to the Elders.

2. Elder-to-Deacon Discipline

See Responsibilities of Elders (Elders, II, E)

3. Church-to-Deacon Discipline

The church may not exercise discipline of a Deacon until the Elders have ruled. The church has authority to seek to overrule the Elders.

IV. Relationships of the Deacons

A. With One Another

1. The Deacons shall pray for one another and support one another seeking the unity of Christ through them.
2. The Deacons shall discipline themselves and shall be open to the discipline of the Elders. (See III B.)

B. With the Church

1. The Deacons shall serve the body in providing leadership to all the ministry teams (except the Personnel, Finance and Trustees).
2. The Deacons shall share pertinent information with the body through public worship services, membership meetings or printed resources.
3. The Deacons shall nominate to the body persons to fill vacancies on the Finance, Personnel, and Trustee teams, as well as the leadership of the ministry programs and church officers.
4. The Deacons shall nominate annually to the body two persons to serve on the Elder/Deacon Selection Team, These persons cannot succeed themselves. The Deacons shall oversee ministry to the widows and widowers.

C. With the Elders

1. The Deacons shall respect the role of the Elders.
2. The Deacons shall pray for the Elders seeking God's perfect will being done in our body under their leadership.
3. The Deacons shall respect the authority of the Elders over the Deacons in relation to bringing discipline when necessary. Also the disciplined Deacon may appeal to the Elders. (See V.B.I.)

4. The Chairman and Vice-Chairman shall serve with the Senior Pastor and one Elder on the Elder/Deacon Selection Committee.

5. The Deacons shall welcome an Elder(s) to their meetings for sharing teaching and information.

C. With Ministry Teams and Program Directors

1. The Deacons shall pray for and partner with all the Ministry Teams and Program Directors under their supervision.

2. The Deacons shall counsel and advise the Ministry teams of their duties, authority, ministries and assist them in times of seeking wisdom concerning their ministry.

D. With the Church Staff

The Deacons shall support the staff of the church and shall respect the authority of the Pastor and Personnel Team in supervising, leading, and guiding the staff.

E. With the Senior Pastor

The Deacons shall respect the authority and calling of the Senior Pastor. They shall respect the authority of the Elders in regard to their relationship with the Senior Pastor. They shall pray for him and support him.

V. Church's Relationship to the Deacons

1. The church shall pray for the Deacons.
2. The church shall gladly offer their spiritual gifts for service to the Lord and the body to the Deacons and Ministry Teams that they oversee.
3. The church will be the final authority on the nominations made by the Deacons concerning the Selection Committee nominees, Program Directors and the members of the Personnel, Finance and Trustee Teams.
4. The church shall present their written request for a special members meeting seeking to overrule an Elder decision.

VI. Organization of the Deacons

1. The Deacons shall elect a Chairman, Vice-Chairman and Secretary at the first meeting of the church year.

2. The Deacons may have other officers or councils, as they deem necessary to carry out their responsibilities.

3. All Deacons shall serve indefinitely.

4. There is no set amount of deacons required.

5. The Deacons shall meet on a monthly basis to carry out their responsibilities.

6. A Deacon may resign his position as a Deacon but would be required to go through the selection process again before rejoining the Deacon body.

7. A Deacon, with permission of the Deacon body, may request a leave of absence.

Appendix A

Elders North Glencoe Baptist Church

I. Purpose of the Elders

The Elders shall assist the Senior Pastor in governing the church to lead, protect, care, and feed, as perfectly as possible, in the perfect will of God resulting in growth and the unity of the body. For all practical purposes, the Elders have a say in any and all matters regarding the overall direction of the church.

II. Responsibilities of the Elders

A. Lead

The Elders shall provide spiritual leadership to the body. The Elders are responsible for evaluating all areas of the church's ministry based on its appropriateness and effectiveness in furthering the mission of the church. The Elders shall interpret the Constitution and Bylaws of the church.

Acts 20:28; Romans 12 8; 1 Peter 5:1-3; 1 Timothy 5:17; Hebrews 13:7,17; 1 Corinthians 12:28

B. Protect

The Elders shall make sure that the body is protected from forces without and within that would seek to disrupt the fellowship and unity of the body. Elders have a right to refuse membership to anyone they sense would be harmful to the body.

Acts 9:26-28; 20:29-31; Hebrews 13:17; II Timothy 2:17-18; Titus 1:10-11

C. Care

The Elders are to care for themselves to be examples to the body and shall provide spiritual care for the body, especially to those who are spiritually in need, who request ministry in times of sickness (physical, emotional, spiritual) and who request the laying on of hands and the prayer of faith.

Acts 20:28; 1 Timothy 4:12,16; II Timothy 2:15; James 5:14; 1 Peter 5:3; 1 Corinthians 4:16; I Thessalonians 5:14

D. Feed

The Elders shall give oversight to the teaching and preaching ministry of the church assuring that the body is receiving a solid diet of the Word of God. All Elders will not be required to publically preach/teach, but should be individuals who are able to teach. The Elders shall be responsible for the doctrine of the church.

Acts 20:20 27; Hebrews 13:7; 1 Timothy 3:2; 4:13-16 (Thus the primary responsibility of the Elders shall be to give themselves to prayer and the Word.) Acts 6:4; II Timothy 4:2; Titus 1:9

E. Mediator of Church Members and Deacons

1. In keeping with the Biblical requirement for a member to bring an erring fellow member to the church to settle their dispute, the Elders shall act in this measure on behalf of the body. The Elders shall have the right to dismiss any member from membership who, after following Matthew 18:15-16 still refuses reconciliation, redemption or repentance, and continually errs in spirit or action.

2. The Elders shall also have the responsibility to discipline Deacons (active or non-active).

3. Procedure in dealing with an erring member

a. If a member is erring, many attempts will be made by members to lovingly redeem and restore the brother or sister into full fellowship of the church.

b. If the member resists and continues, then formal charges may be brought by the Elders against the member jeopardizing his/her membership.

c. If such charges are necessary, they shall be presented by certified mail to the member, inviting the member to a conference with the Elders. This letter shall be sent no less than seven days prior to the time and place of the conference.

d. The member shall have a right to be heard and offer corroborating testimony and/or testimony in defense of his position at the conference as long as such examination and testimony is done in reverence and in order.

e. The Elders shall make their decision after the conference.

f. If the member wishes to appeal the Elders' decision, refer to Appendix A, V, D.

Matthew 18:15-17; I Timothy 1:20; II Timothy 3:16; 4:2; I Corinthians 5:4-5,13;
II Thessalonians 3:6,14-15

III. Selection of the Elders

A. Qualifications

1. Men who meet the qualifications outlined in I Timothy 3:1-7; Titus 1:6-9 and I Peter 5:1-4 exemplifying spiritual maturity and meeting approval of those within and out of the church.

2. Staff members may be Elders; but they must be elected according to the process outlined. No staff member except the Senior Pastor is an automatic Elder.

Constitution. Article XI. Amendments
By-Laws. Article XIV. Amendments

The Constitution and By-Laws may be amended in any regular Members Meetings or such meeting called for that purpose. It shall require a two-thirds vote of members present and voting, provided each amendment shall have been presented in writing at the previous Members Meeting and copies of the proposed amendment furnished to each member present. Additionally, proposed amendments may be made by presented such proposals to the Elders and they in turn calling for a special Members Meetings providing all present with a copy of the proposed amendment(s) and giving at that time at least a two-week notice of the vote on the amendment.

Amendment 1: Statement Regarding Biblical Definition of Homosexuality and Marriage

North Glencoe Baptist Church knows God loves all people (John 3:16) no matter what sin they struggle with (Romans 5:8). We also know that we all are sinners with a past (1 Cor. 6:9-11). However, we believe the Bible clearly teaches that marriage is a union between one man and one woman (Genesis 2:24; Matthew 19:5; Mark 10:7; 1 Cor. 6:16; Ephesians 5:31). The Bible also clearly teaches that homosexuality is a sin. (Genesis 2:19-24; Leviticus 18:22; Matthew 19:4-6; Romans 1:18-27; Ephesians 5:22-23; Hebrews 13:4). We believe that God sanctions only the union in marriage of a man to a woman. Therefore, this church recognizes only a wedding compatible with those standards.

Policies:

- A. Due to our belief in the Biblical teachings about homosexuality and marriage, same sex couples will not be married in any facilities or on any properties owned by the church.
- B. Ministers of North Glencoe Baptist Church will not perform any same sex marriages or unions whether on or off church owned properties. Doing so would be grounds for termination.
- C. Therefore, all persons employed by the church in any capacity, or serving in the lay leadership of the church, must abide by this Statement Regarding Biblical Definition of Homosexuality and Marriage.