

## FIRST BAPTIST CHURCH OF CHURCH, TEXAS

### **CONSTITUTION**

#### ARTICLE I. NAME

This body shall be known as and operate under the corporate name of "The First Baptist Church of Church, Texas.

#### ARTICLE II. ARTICLES OF FAITH

The Holy Bible is the inspired, infallible, inerrant Word of God and is the basis of our faith. This church accepts the "The Baptist Faith and Message" of \_\_\_\_\_. 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. 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.

#### ARTICLE IV. DOCTRINE

**This church receives the scriptures (Holy Bible) as its authority of faith and practice. Its understanding of Christian truth as contained therein is in essential accord with the belief of the Baptist churches as indicated in the Articles of Faith referred to in Article II.**

#### ARTICLE V. MARRIAGE

**We believe the word "marriage" means only a legal union between one man and one woman as husband and wife, and the word "spouse" refers only to a person of the opposite sex who is a husband or wife. Marriages outside of these parameters will not be performed by church ministers on church owned or rented property.**

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## BYLAWS

## FIRST BAPTIST CHURCH OF CHURCH, TEXAS

### **BYLAWS**

#### ARTICLE I. 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 by immersion according 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 and or Deacon Body.

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 Deacon Body 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 receives the scriptures (Holy Bible) as its authority of faith and practice and (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 affirmation of the church and have been baptized, (3) enter into this covenant.

## SECTION 3. 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 4. RIGHTS

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

## SECTION 5. TERMINATION

Membership shall be terminated in the following ways:

1. Death.
2. Transfer 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 termination.

All requests for recommendations as to the termination of a member under paragraph (4) shall first be brought to the attention of the Pastor 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 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 conference. Action to terminate will be taken upon an affirmative vote of the church in conference.

## SECTION 6. RESTORATION

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

## SECTION 7. RECORD OF MEMBERSHIP

A recording secretary, at the direction of 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 Texas. The Church is subject to the authority of Scripture in all matters and subject to the rules of 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 Church shall meet in regular worship services each Sunday at such times and place as may be determined by the Pastor. Additionally, the Church may meet at such other dates and times as may be deemed appropriate by the Pastor 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. Duly Called Church business meetings must be held during one of the regular services of the church after it has been announced at any prior regular worship service. The purpose and time of the called business meeting must be stated at the time of announcement.

The Moderator at the church conference shall be the Pastor. If the church has no Pastor or in the event the Pastor is absent, the Chairman of the Board of Deacons, shall call the church to order. The moderator is to utilize "Robert's Rules of Order" for the purpose of conducting meetings.

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

### SECTION 3. PASTOR

The Pastor will be an ex officio on all church committees. The Pastor shall be responsible for the administration of the church, including general supervision of the policies of the church.

### SECTION 4. TRUSTEES

The Trustees of the Church shall consist of persons elected from the church membership and shall operate under the corporate name of the "First Baptist Church of Church, Texas."

The duties of the Trustee is:

1. Shall be legal representatives of the Church and as such they are given authority to execute deeds, debentures, mortgages, liens, and other legal documents for the church, but shall have no authority or privileges to buy, sell, mortgage, lease, etc. any property of the Church without approval of the Church.

2. Shall have supervision and maintain any deeds, bonds, insurance policies and important papers of the Church. They are further authorized to receive and disburse monies in accordance with terms of wills, bequests and special instruments wherein the church is named beneficiary.

#### SECTION 5. OFFICERS

1. Secretary/Church Clerk. The Secretary/Church Clerk shall keep minutes of all business meetings.
2. Treasurer. The Treasurer shall be charged with the oversight of the financial affairs of the church and shall have the responsibility to recommend action concerning the church's financial affairs to the Pastor and or Chairman of the Deacons. The Treasurer shall be an ex-officio member, without vote, of the Finance and Budget committees;
4. Assistant Secretary and Assistant Treasurer positions may be elected by the church.

#### SECTION 6. NOMINATING COMMITTEE

The Nominating Committee is a seven-member committee of church members elected by the church. The function of the Nominating Committee is to examine and propose nominations for vacancies in all committees established by the church

As appropriate, due to the needs and circumstances, the Nominating Committee is to meet at the request of the Pastor or Chairman of the Deacons to prepare proposals for consideration of the Church. Any member in good standing may nominate a proposed candidate willing to serve prior to vote of the Church in conference.

#### SECTION 7. DEACONS

1. Functional Role: In accordance with the meaning of the word "deacon" as practiced in the New Testament, deacons are to be servants of the Church. The function of the deacon is to serve with the Pastor in performing the tasks of the Church of worshiping, proclaiming, educating and ministering.
2. Number of Active Deacons in Service: The number of deacons shall be based on the needs of the Church as recommended by the Pastor.
3. Deacon Nominating Committee: The Deacon Nominating Committee, shall consist of a sufficient number of active deacons, consisting of the Chairman of Deacons and other members, to be chosen by the Pastor and Chairman of Deacons. The Pastor acts as a nonvoting moderator over the voting committee members. The Committee shall interview each selected nominee individually. All information about each nominee is confidential and shall not be discussed with anyone outside of the Committee except for the Pastor. The Committee must have unanimous affirmation of each interviewed nominee in order to be presented to the Pastor for approval. Once the Deacon Nominating Committee selects the candidates, the Church is given an opportunity to affirm the candidates when they are presented to the Church by the Pastor at an ordination service.

#### SECTION 8. FINANCE COMMITTEE

The primary function of the Finance Committee is to continuously review the financial affairs of the Church to provide a level of stewardship accountability for the Church staff to the Church membership. This committee meets as needed (or as required by its Chairman) to review the financial statements prepared by the Church Staff, to examine prior approved disbursements for propriety, to consider the accounting and financial systems of the Church, to measure actual financial operations to budgeted amounts, and to advise the Board of Directors of any action needed by the body in the financial area.

The Finance Committee meets annually to develop a proposed budget for the next Church fiscal year. The Treasurer is an ex-officio member, without vote, of the Finance Committee.

#### SECTION 9. PERSONNEL COMMITTEE

The function of the Personnel Committee is to assist the Pastor in determining the staffing and compensation levels of the Church and with the consultation of the Pastor or his designee, to propose staffing and compensation changes within the Finance Committee guidelines. Additionally, the Personnel Committee may be asked to advise and counsel the Pastor in interviews of prospective staff members, employee benefit program considerations, and other personnel-related matters.

#### ARTICLE III. PASTOR

##### SECTION 1. PASTOR

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 thirty days, or the Church may terminate his position by the same notice.

In the event of a vacancy in the position of Pastor, a replacement or fill-in shall be considered by a Pulpit Committee elected by the Church in conference 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.

The Pastor shall serve as the preacher and senior Bible teacher by virtue of his calling. The Pastor, or his designee, shall be considered an ex-officio member, without vote, of all committees as Church Moderator. The Pastor shall oversee the total ministry of the Church.

The Pastor along with the Deacon Body is responsible for each Church Staff Member. Each Church Staff Member serves at the will of the church as describe in their job description. The church may hire, remove, replace, or realign Church Staff positions, as they deem necessary and appropriate upon recommendation from Pastor and Deacon Body.

#### ARTICLE IV. CHURCH MINISTRIES

The ministries 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, or his designated Church Staff member. In order for a ministry to be considered as a ministry of the Church 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 Church Ministries is to be maintained in the Church office. The directory shall describe the ministry name, the defined ministry objective, and the Church Staff position having responsibility for that ministry. The Church Staff person having that ministry responsibility may create such organizational structure as is needed with the approval of the Pastor.

A church Organizational Chart that describes the Church ministries and responsible church staff is to be maintained under the supervision of the Pastor.

## ARTICLE V. GENERAL

### SECTION 1. LICENSING AND ORDINATION

Any person recommended by the Pastor having given evidence that he is called to the work of the ministry, may be licensed to preach. 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. MARRIAGE CEREMONY

**We believe the word "marriage" means only a legal union between one man and one woman as husband and wife, and the word "spouse" refers only to a person of the opposite sex who is a husband or wife. Marriages outside of these parameters will not be performed by church ministers, other licensed ministers, ordained ministers or other legal authorities on church owned or rented property.**

### SECTION 3. ADOPTION OF CONSTITUTION AND BYLAWS

This Constitution and the Bylaws, shall be considered adopted and will become effective the \_\_\_\_ day of \_\_\_\_\_, 2015, upon affirmative vote of two-thirds (2/3) of the members present at a church conference. The adoption shall affect a repeal of all previously adopted rules in conflict herewith.

### SECTION 3. FISCAL YEAR

The Church hereby adopts January through December as its fiscal year.

### SECTION 4. AMENDMENTS

This Constitution and Bylaws may be amended at any regular or called church conference by a two-third (2/3) majority vote of those members present and voting, by giving at least a ten day notice through the mailing of a notice of meeting to the membership or through an announcement during the regular Sunday morning worship service.

A copy of this Constitution and Bylaws shall, at all times, be kept by the Church Clerk along with amendments to or revisions thereof. Up-to-date copies shall also be maintained in the church offices and made available to any church member upon request.