

Baptist Church

Constitution

CONSTITUTION

I. NAME

The name of this organization shall be _____ *Baptist Church*. The effective date of this organization is _____, ____, _____.

II. OBJECT

The object of this church is summarized in its Statement of Mission:

To help people become fully devoted followers of Jesus . . . to the glory of God.

The beliefs of this church are set out in the WHAT WE BELIEVE statement. Activities of this church include worship, biblical instruction, observance of the divinely instituted ordinances, the presentation of a corporate testimony to the power of the Gospel in its community, and the service which the Gospel requires both at home and abroad.

This organization shall be carried on without purpose of gain for its members, and any profits or gains to the organization shall be used on promoting its objectives.

III. MEMBERSHIP

1. Status: There are two forms of membership. *Church Membership* is for Christians who are committed to the church. *Associate Membership* is for Christians, who while away from their church on a temporary basis, wish to participate in the life of the church. Associate members may not vote in congregational meetings.
2. Reception: *Church Membership*: Applicants may be accepted as Church Members after giving satisfactory evidence of personal faith in the Lord Jesus Christ, bearing testimony to their salvation through water baptism, completing the *Discovering _____ Baptist Church* class, accepting the *What We Believe* statement and *Constitution of _____ Baptist Church*, signing the *Church Covenant* and being presented before the members.
Associate Membership: Applicants may be accepted as Associate Members after giving satisfactory evidence of personal faith in the Lord Jesus Christ, bearing testimony to their salvation through water baptism, completing the *Discovering _____ Baptist Church* class, accepting the *What We Believe* statement and *Constitution of _____ Baptist Church* and signing the *Church Covenant*.
3. Removal: Members are removed from on decease, or upon a recommendation by the elders. Should the elders desire it, or any member request it and the elders deem it necessary, a majority vote of church members at a duly called meeting shall be required for removal of membership. Members will automatically be removed from church membership at the conclusion of a two week waiting period which follows the announcement by the elders.
4. Discipline: Members failing to observe the basic principles of the Christian faith and conduct shall be approached for the purpose of restoration in accordance with the teachings of Matthew 18:15-20.
5. Voting Privileges: All members in good standing, eighteen years of age and older, may vote in any and all business matters of the church.

IV. OFFICERS

All officers shall be members in good standing of _____ Baptist Church.

1. Scriptural Officers

a. Elders (pastors, overseers)

- i) The calling of an elder shall be made upon a 75% vote of members present at a duly called business meeting.
- ii) The dismissal of an elder shall be upon the majority vote of the members present at a duly called business meeting.
- iii) The duties of an elder are primarily to teach and preach the Word, to give oversight to the church and to guard it from error.
- iv) Vocational elders shall remain in office until such time as they resign, are deceased, or are dismissed by the church. Lay elders shall serve a three year term, after which they may be re-elected to the office. Lay elders are encouraged to take a one-year sabbatical from the office of elder after serving two consecutive terms.

b. Deacons

- i) Deacons are elected to a two year term or as the church may decide. The number of deacons to be elected will be determined by the elders as they assess the need.
- ii) Deacons are to assist the elders in matters pertaining to the spiritual welfare of the church as well as carrying out business matters and administrative duties.

2. Legal Officers

a. Church Clerk

- i) The clerk shall be elected biennially by the church.
- ii) The duties of the clerk are:
 - a) to maintain an accurate membership roll
 - b) to produce and maintain a full record of church meetings
 - c) to carry on all correspondence relative to the membership and such other matters as the church shall direct.

b. Church Treasurer

- i) The treasurer shall be elected biennially by the church
- ii) The duties of the treasurer are:
 - a) to keep an accurate record of all monies received and disbursed;
 - b) to carry on the banking business in the name of the church;
 - c) to pay the current accounts according to the church budget;
 - d) to make other expenditures approved by the church;
 - e) to prepare financial statements for business meetings of the church and for the officers of the church as required;
 - f) to maintain such records as are necessary for legal and auditing purposes.

c. Trustees

- i) There shall be two trustees, or more if the church shall so direct. These shall be elected by the church and remain in office until such time as they resign, decease, or are dismissed by the church.
- ii) The duties of the trustees shall be to sign legal documents on behalf of the church as the church directs. They shall arrange for the safekeeping of legal documents.

V. GOVERNANCE

The government of this church and the administration of its affairs shall be by the church and such officers as it may direct. There shall be an annual business meeting of the church when full reports from all

departments of the church shall be given and accepted by the church. Other meetings may be called from time to time by the elders of the church as necessary. Business meetings shall be announced two weeks in advance, including information as to the nature of the business to be dealt with in the meeting.

At any duly called meeting of the members those present shall constitute quorum.

VI. AMENDMENTS

This constitution may be amended upon a 75% vote at any duly called business meeting.