

GRACE

BAPTIST CHURCH

BY *grace* ALONE

Constitution & By-Laws

*Adopted by the membership in 1999
when Grace Baptist church was initially incorporated
Revised by the membership on August 23, 2009*

CONSTITUTION

PREAMBLE

Since it pleased Almighty God, by His Holy spirit, to call a certain number of His servants to unite here in 1999 under the name Grace Baptist Church of Selmer, Tennessee, for the worship of God and the spread of the Gospel of Jesus Christ, and He has sustained and prospered this work to the present day.

ARTICLE I

NAME, LOCATION, AND INCORPORATION

- Section 1: The name of the corporation is Grace Baptist Church of Selmer, Tennessee, INC
- Section 2: Grace Baptist Church (hereafter referred in this document as the church) shall have its registered office at 1255 Connie Smith Road, Selmer, Tennessee 38375
- Section 3: Grace Baptist Church shall be incorporated as a non-profit organization in accordance with the laws of the state of Tennessee governing religious bodies and the handling of property shall be in accordance with such laws.

ARTICLE II

PURPOSE

- Section 1: The purpose of this church shall be to carry out the Great Commission of the Lord Jesus Christ as recorded in Matthew 28:18-20, Mark 16:15, and Acts 1:8, to develop Christian fellowship among the saints and to promote their growth in the grace and knowledge of Jesus Christ.

ARTICLE III

COOPERATION WITH OTHER BODIES

- Section 1: This church shall voluntarily associate herself with the Shiloh Baptist Association, the Tennessee Baptist Convention, and the Southern Baptist Convention.
- Section 2: The pastor shall automatically be a messenger of this church to each of the above named associations and conventions.

ARTICLE IV

DOCTRINE

On Sunday, August 23, 2009, Grace Baptist Church adopted two historic Baptist Confessions as its official Statements of Faith:

The purpose of having 2 Statements of Faith is to enable this body to teach in both a concise and exhaustive manner. These Statements of Faith agree with one another in both doctrine and practice and do not contradict.

- The Second London Baptist Confession of Faith of 1689 (Exhaustive)
- The New Hampshire Baptist Confession of Faith of 1833 (Concise)

Each member of this body shall receive copies of these statements.

Below is our most concise statement of Faith, **The New Hampshire Baptist Confession of Faith of 1833**

Section 1: **Of the Scriptures**

We believe that the Holy Bible was written by men divinely inspired, and is a perfect treasure of heavenly instruction; that it has God for its author, salvation for its end, and truth, without mixture of error, for its substance; that it reveals the principles by which God will judge us; and therefore is, and shall remain to the end of the world, the true centre of Christian union, and the supreme standard by which all human conduct, creeds, and opinions should be tried.

Section 2: **Of the One True God**

We believe that there is one, and only one, living and true God, (an infinite, intelligent Spirit) whose name is YAHWEH, the Maker and Supreme Ruler of heaven and earth; inexpressibly glorious in holiness; and worthy of all possible honor, confidence, and love; revealed under the personal and relative distinctives of the Father, the Son, and the Holy Spirit; equal in every divine perfection, and executing distinct but harmonious offices in the great work of redemption.

Section 3: **Of The Fall of Man**

We believe that man was created in a state of holiness, under the law of his Maker; but by voluntary transgression fell from that holy and happy state; in consequence of which all mankind are now sinners, not by constraint but choice, being by nature utterly void of that holiness required by the law of God, wholly given to the gratification of the world, of Satan, and of their own sinful passions, therefore we are all under just condemnation to eternal ruin, without defense of excuse.

Section 4: **Of The Way of Salvation**

We believe that the salvation of sinners is wholly of GRACE; through the Mediatory Offices of the Son of God, Jesus Christ, who (by appointment of the Father) freely took upon Himself our nature, yet without sin; completely fulfilled the divine law by His personal obedience, and made atonement for our sins by His death; being risen from the dead He is now enthroned in heaven; and uniting in His wonderful person the tenderest sympathies with divine perfections, He is in every way qualified to be a suitable, a compassionate, and an all-sufficient Savior.

Section 5: **Of Justification**

We believe that the great Gospel blessing, which Christ of His fullness, bestows on all those who believe in Him, is justification; that justification consists in the pardon of sin and the promise of eternal life, on principles of righteousness; that it is bestowed not in consideration of any works of righteousness which we have done, but through the redemption and righteousness of Christ alone, that it brings us into a state of most blessed peace and favor with God, and secures every other blessing needful for time and eternity.

Section 6: **Of The Freeness of Salvation**

We believe that the blessings of salvation are made free to all by the Gospel; that it is the immediate duty of all to accept them by cordial, repentant, and obedient faith; and that nothing prevents the salvation of the greatest sinner on earth except his own inherent depravity and voluntary refusal to submit to the Lord Jesus Christ, and that refusal will subject him to an eternal condemnation.

Section 7: **Of Grace in Regeneration**

We believe that in order to be saved, we must be regenerated or born again; that regeneration consists in giving men a desire for true holiness found in Christ alone; and is effected in a manner above our comprehension or calculation, by the power of the Holy Spirit, in connection with the divine truth found in the Bible. True Regeneration will always lead us to a voluntary obedience to the Gospel; and the only evidence of Regeneration is found when our lives bring forth living fruit to the glory of God.

Section 8: **Of Repentance and Faith**

We believe that Repentance and Faith are sacred duties, and are mandatory for true salvation. They are inseparable graces, created in our hearts by the regenerating Spirit of God; whereby being deeply convinced of our guilt, danger, and helplessness, and of the way of salvation by Christ, we turn to God with

genuine repentance, confession, and a prayerful cry for mercy; at the same time sincerely and with joy-filled hearts, receiving the Lord Jesus Christ as our Prophet, Priest, and King, and relying on Him **ALONE** as the only and all-sufficient Savior.

Section 9: **Of God's Purpose of Grace**

We believe that election is the gracious purpose of God, according to which he graciously regenerates, sanctifies, and saves sinners; that being perfectly consistent with the free agency of man, it comprehends all the means in connection with the end; that it is a most gracious display of God's sovereign goodness, being infinitely free, wise, holy, and unchangeable; that it utterly excludes boasting, and promotes humility, love, prayer, praise, trust in God, and active imitation of his free mercy; and it is displayed in and through all who truly believe the gospel; that it is the foundation of Christian assurance; and that it with regard to ourselves, demands and deserves our utmost diligence.

Section 10: **Of Sanctification**

We believe that sanctification is the process by which, according to the will of God, we are made partakers of his holiness; that it is a progressive work; that it is begun in regeneration; and that it is carried on the hearts of believers by the presence and power of the Holy Spirit, the Sealer and Comforter, in the continual use of the appointed means—especially the Word of God, self-examination, self-denial, watchfulness and prayer.

Section 11: **Of the Perseverance of the Saints**

We believe that such only are real believers as endure unto the end; that their persevering attachment to Christ is the grand mark which distinguishes them from mere professors; that a special Providence watches over their welfare; and that they are kept by the power of God through faith unto salvation.

Section 12: **Of the Harmony of the Law and the Gospel**

We believe that the Law of God is the eternal and unchangeable rule of His moral government; that it is holy, just and good; and that the inability which the Scriptures ascribe to fallen men to fulfill its precepts, arises entirely from their love of sin; to deliver them from which, and to restore them through a Mediator to unfeigned obedience to the holy law, is one great end of the Gospel, and of the means of grace connected with the establishment of the visible Church.

Section 13: **Of a Gospel Church**

We believe that a visible Church of Christ is a congregation of baptized believers, associated by covenant in the faith and fellowship of the Gospel; observing the

ordinances of Christ; governed by His laws; and exercising the gifts, rights, and privileges invested in them by His Word; that it only proper officers are Elders or Pastors, and Deacons, whose qualifications, claims and duties are defined in the Epistles to Timothy and Titus.

Section 14: **Of Baptism and the Lord's Supper**

We believe that Christian Baptism is the immersion of a born again believer in water, in the name of the Father and the Son, and the Holy Spirit, to show forth in a solemn and beautiful emblem, our faith in a crucified, buried and risen Savior, with its purifying power; that it is a prerequisite to the privileges of church membership; and to the Lord's Supper, in which the members of the church, by the sacred use of bread and wine, are to commemorate together the dying love of Christ; preceded always by solemn self-examination.

Section 15: **Of the Sabbath**

We believe that the whole law of God has been fulfilled completely in Christ alone including the law of the Sabbath. We believe that since the coming of Christ He has become believer's Sabbath, which means "rest". We believe that having our rest in Him alone is to be practiced and honored each and every day of the week, for it is no longer "us who live but Christ who lives in us" (Gal.2:20). However, we also believe that in both a practical and Spiritual manner that we are called to take a day aside from our work to rest with both our family and our church in fellowship. Since Christ rose from the dead on the first day of the week that has become the Lord's Day and is to be used to gather the visible church together in a time of worship and thanks to God for the gift of life in our Savior and to renew our hearts and minds in Him.

Section 16: **Of Civil Government**

We believe that civil government is of divine appointment, for the interests and good of human society; and that leaders in our government are to be prayed for, conscientiously honored, and obeyed, except only in things opposed to the will of our Lord Jesus Christ, who is the only Lord of conscience, and the government eternally rests on His shoulders.

Section 17: **Of the Righteous and the Wicked**

We believe that there is a radical and essential difference between the righteous and the wicked; that such only as through faith are justified in the name of the Lord Jesus Christ, and sanctified by the Spirit of our God, are truly righteous in His esteem; while all those who continue to display an unrepentant and unbelieving heart are in his sight wicked, and under the curse; and the distinction holds among men both in life and death.

Section 18: Of the World to Come

We believe that the end of this world is approaching: that at the last day, Christ will descend from heaven. And raise the dead from the grave to final retribution; that a solemn separation will then take place; that the wicked will be judged to eternal punishment, and the righteous to eternal joy and that this judgment will fix forever the final state of men in heaven or hell, on principle of righteousness.

ARTICLE V

MEMBERSHIP

Section 1: The membership of this church shall be composed of persons who have publicly confessed their acceptance of Jesus Christ as Savior and Lord and who have received baptism by immersion.

Section 2: Persons may present themselves as candidates for membership during any public worship service, or to the current teacher of the new member's class (see section 3).

Section 3: All candidates for membership will be responsible to attend a new member's class. The content and length of the class will remain the discretion of the Pastor and / or the teacher of the new member's class. After satisfactory completion of this class a membership application must be completed. When the candidates have completed these items they will be presented during a general business meeting for membership. Candidates must receive a 75% majority vote of those present and voting. They will then be presented to the church on the following Lord's day where they will receive the right hand of Christian fellowship. New converts and others requiring scriptural baptism will be baptized at this time.

Section 4: The church shall grant a letter of transfer for all members in good standing who unite with another church of like faith and order. Churches of another faith will be notified of the membership status of person requesting membership in their church.

Section 5: This church shall remove from its membership roll those who are deceased, those who request a letter of transfer, those who unite with other churches of other faiths to which this church does not grant letters, those who request membership to cease and those who have been absent from this church for 1 years time.

- (a) After a 6 month absence, members will be contacted to see if they wish to remain members.
- (b) After a 1 year absence, the members will be removed from the church's membership roll.

Other causes for removal are covered under church discipline.

Section 6: All candidates for baptism in this church will be obligated to attend the new member's class as well.

Section 7: Member's of Grace Baptist Church are expected to:

- Participate in worship both corporately and privately and to faithfully attend the regular gatherings of the church (Hebrews 10:25).
- Be accountable to other Christians in an ongoing way of learning and fellowship and to deal Biblically with others in regard to their relationships rather than gossiping or retaliating in an ungodly way (Hebrews 10:24; Ephesians 4:25-32).
- Submit to the loving rule of the church leadership (1 Peter 5:1-3; Hebrews 13:17).
- Exercise one's spiritual gift or gifts for the edifying of the body and the promotion of the Gospel as God might lead (1 Corinthians 12:7-11).
- Be committed to giving money and resources for the work of the Lord carried out by the church (2 Corinthians 9:6-7).
- Be faithful in witnessing for Jesus Christ while seeking to carry out their "world-sized" part in the kingdom of God (Matthew 28:18-20).

ARTICLE VI

CONFLICT, DISPUTES, AND LAWSUITS

Section 1: The church is populated by sinners who have received grace but continue to face challenges in working out their salvation, especially in relationships. As the people of God, we commit to overcome our offenses in a biblically prescribed manner that promotes greater unity and peace in the body. We resolve to use Scripture alone to address every conflict and reach peaceful resolutions. Bitterness, resentment, and broken relationships are not acceptable for the people of God.

Section 2: The church has adopted as its practice the principles taught in Ken Sande's book, *The Peacemaker*, which provides wise biblical counsel for resolving disputes (See the peacemaker checklist for summary).

Section 3: When two church members cannot resolve a conflict privately, they should seek the help of other wise church members. The church's pastors also are trained and

desire to assist members in mediating disputes. If a dispute becomes long-standing without successful conciliation, members should seek pastoral help.

- Section 4: According to **I Corinthians 6:1-8**, Christians should never bring a dispute among believers before a civil law court. Instead they should seek the mediation of the church through pastors; if one or both parties prove to be refusing to turn from sin that produces the conflict, the pastors should seek to **apply the steps of church discipline** (see Article VII, Section 7 on Church Discipline) to restore peace and order in the church. Church members agree to refrain from any lawsuits between Christians and to seek a means of reconciliation through the church.
- Section 5: If a church member has a dispute with a pastor that he does not believe has been successfully resolved after repeated attempts, he should seek the assistance of another pastor, and if he deems necessary, inform the Senior Pastor for evaluation by the pastoral team.
- Section 6: Church members agree to refrain from filing lawsuits against other Christians and to seek reconciliation through the church, unless a minimum of two pastors review their situation and confirm that litigation is biblically legitimate. But litigation must become a very last resort as it is allowing the world's courts to dictate what the Word and the Spirit should guide us in. *"If any of you has a dispute with another, dare he take it before the ungodly for judgment instead of before the saints?"* **1 Corinthians 6:1**
- Section 7: Taking a brother or sister before the courts can defame his / her name and destroy the relationship permanently. Because of our sincere desire to seek praise & honor for Christ's name above all else and always look to serve our brothers and sisters (Phil.2:4) we will first bring our conflict before the church.
- Section 8: If any divisive faction starts within the church (seeking to destroy the reputation of a member or a leader), the church elders will address the issue quickly and bring it before the church. A divisive faction will be viewed as a very serious attack on Christ and His body, the Church (Numbers 16; 27:3; II Samuel 15-16; III John 1:9-10; Titus 3:10; I Thessalonians 5:12-14; Hebrews 13:17). In addressing a factious member, the church will follow the guidelines of Titus 3:10 *"Reject a factious man after a first and second warning."*

ARTICLE VII

CHURCH DISCIPLINE

- Section 1: This church has a biblical duty to exhort the body of Christ to biblical truth and to living lives consistent with God's Word. This duty includes the humbling and sorrowful duty to chasten or discipline those under its authority who espouse doctrinal error or who knowingly ignore the direct commands or prohibitions of Scripture.

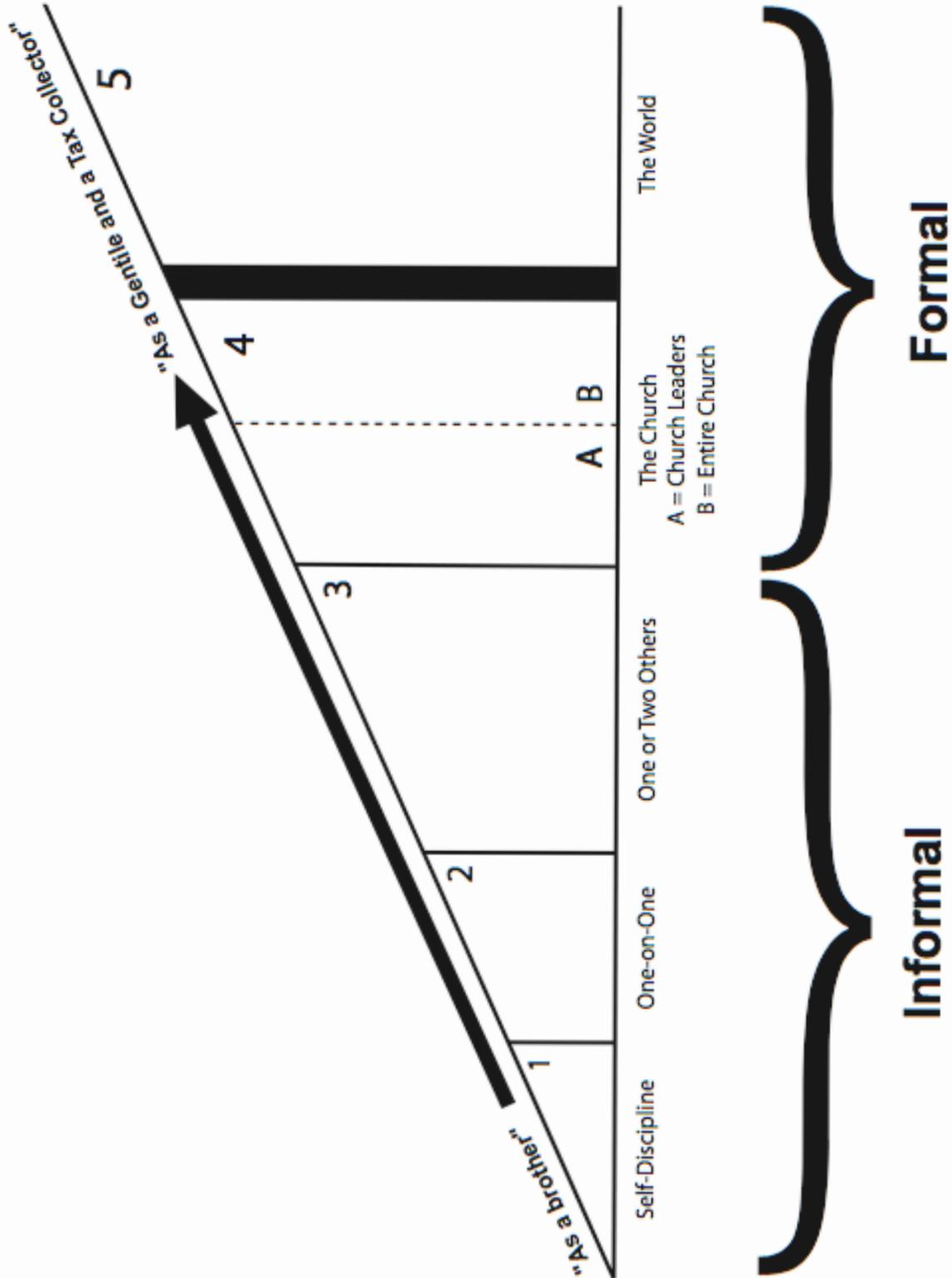
- Section 2: The church shall at all times abide by the Scriptural methods and spirit for handling the matters of discipline (See section 7).
- Section 3: It shall be the practice of this church to emphasize to its members that every reasonable measure will be taken to assist troubled members. The attitude of members toward one another shall be guided by a concern for reconciliation rather than punishment (see Section 8). If the need for church action in the area of discipline should arise, the matter will be dealt with in truth, humility and love according to scriptural principles laid out in Galatians 6:1-2, 2 Thessalonians 3:14-15, & Matthew 18:15-20 (see section 7).
- Section 4: Members who are under discipline by the church, as defined in the previous paragraphs (as defined by section 7), forfeit and waive the right to resign from this church. Resignations from membership are possible **only** by members who are in good standing and who are not under any disciplinary action.
- Section 5: The church is authorized and responsible to communicate the specifics of a disciplinary matter to other churches whenever the person being disciplined has not repented, has not been restored, and is thought to be participating in another church without full disclosure of the disciplinary matter.
- Section 6: The members of this church agree that there shall be no appeal to any court because of the dismissal or because of public statements to the congregation at the fourth or fifth stages of church discipline.
- Section 7: Statement on the biblical process of compassionate church discipline with 5 stage diagram
- (a) Church discipline is commanded by Jesus Christ for the benefit of both His church and the sinning believer. It is a right and privilege every member of this church should expect to be exercised in his own behalf and in the interest of other members.
 - (b) Whenever sin comes to the attention of a member of this church that member is expected to go to the sinning member privately and seek his or her repentance (Look to peacemaking document to decide whether to approach a brother / sister about their sin or to overlook it).
 - (c) If the offending member will not hear the appeal a second or third member is to accompany making the same appeal for repentance (restoration).
 - (d) If this appeal is not successful the matter is to be taken to the pastor and elders / will again appeal to the offending member.

- (e) If they are not heard by the offending member the entire church will be told the member has been appealed to about his / her sin. The elders are to use their best judgment in deciding how much detail about the offense should be shared with the congregation. The congregation then has the responsibility to appeal to the offending member whenever opportunity arises and to cease all other interaction with them except for the express purpose of restoring the offender through repentance.
- (f) If the offending member does not hear the appeals of the church he / she is to be removed from the membership of the church and it will be the conclusion of the church that he / she has failed to show signs of being a true believer (repentance / faith / love) and is therefore outside the church of Jesus Christ.
- (g) If the offending member chooses to remove his membership from the church at any time during this process it will be noted in the church minutes that he has apostatized from the church and such action may be communicated to any church he subsequently seeks to join.
- (h) Upon repentance, at any time during this process, the offending member will be received with joy, forgiven of the offense, and restored to full fellowship with the church.
- (i) If that repentance is seen to be a first time regeneration by the elders and the repentant offender, he will be asked to attend partial or all of a new members class and will be required to go through baptismal counseling, followed up by immersion in water in front of the body as a sign of his true conversion. All of this will be required before he can enter again into full fellowship because is coming back as a new believer, rather than a repentant or restored believer.
- (j) Biblical mandates for the above practice in the church:
- Jesus gives us the procedure for biblical church discipline / peacemaking: Matthew 18:15-18
 - Discipline begins with personal admonition: Romans 15:4; Colossians 3:16
 - Seek to restore one who has fallen with gentleness: Galatians 6:1-2
 - Seek to save an erring sinner: James 5:19-20
 - Forgive and restore one who repents; love him: 2 Corinthians 2:7-8
 - Do not fellowship with one who will not repent: 1 Corinthians 5:11
 - Purge out the old leaven: 1 Corinthians 5:1-13
 - Excommunication is necessary sometimes: 2 Thessalonians 3:14
 - Jesus commends the church for faithful discipline: Revelation 2:2; 1 John 2:19
 - Jesus rebukes the church that does not discipline: Revelation 2:14-16
 - Paul rebukes the church that ignores sin: 1 Corinthians 5:1-7

(k) Please see section 8, the church discipline diagram on the following page.

Section 8

Discipline begins and ends with the individual
(all subsequent church discipline aims at producing self-discipline)



ARTICLE VIII

OFFICERS AND DUTIES

Section 1: Jesus Christ alone is the Head of the church (Ephesians 4:15). He governs His church through the ministers whom He appoints and who are endowed with His gifts and filled with His spirit (Ephesians 4:11). Those ministers in this church are composed of Pastors, Deacons, and various church officers. The primary officers of this church shall be Pastors, any Ministerial Staff, Deacons, Clerk, and Treasurer. The duties of these officers shall be those common to the office and according to the instruction of the scriptures. All officers shall be members of this church.

ARTICLE IX

STEWARDSHIP AND MISSIONS

Section 1: Grace Baptist Church shall have an annual budget providing for the operation and growth of the church, support of missions and benevolence. The church shall endeavor to meet this annual budget weekly, voluntary offerings (1 Corinthians 16:2).

Section 2: Monies of this church are not to be used as a loan to any individual or group.

ARTICLE X

MEETINGS

Section 1: Grace Baptist Church shall conduct regular worship services on every Lord's Day and every Wednesday night unless otherwise agreed upon by the pastor (s) and the deacons. The Lord's Supper shall be observed at least once a quarter. Participating in the Lord's Supper shall be governed by 1 Corinthians 11:26-29. All Christians are invited to participate in the Lord's Supper.

Section 2: Business meetings: This church shall conduct a quarterly business meeting on the Sunday evening service, following the second Sunday, on each of the months of February, May, August and November unless otherwise announced.

Section 3: The church business meeting shall be guided by a Christian spirit and a basic format. The church business meeting shall observe the following order of business.

- (a) Presentation of minutes
- (b) Reports

- (c) Old Business
- (d) New Business
- (e) Adjournment

Section 4: Special Business Meetings:

- (a) A special business meeting may be called by the Pastor, or the Chairman of Deacons by either public announcement at a regular church service or by advance written notice to the resident membership of the church. At least one week notice must be given for either method.

Section 5: Absentee voting: Any active member prevented from attending a church business meeting because of sickness or inability shall be permitted to vote by a sealed absentee ballot on any major church issue; provided they request the privilege of voting.

Section 6: The Pastor will preside at all church business meetings. In the absence of the Pastor, the Chairman of the Deacons, or another party may be appointed by the Pastor.

Section 7: Although members may be received into the church at any age, children may not vote in church business meetings until they reach the age of 18.

ARTICLE XI

DONATIONS

Section 1: All properties, monetary or material, given to Grace Baptist Church will become the exclusive possession (s) of the church.

ARTICLE XII

ADOPTION AND AMENDMENTS

Section 1: This constitution shall be considered adopted and in immediate effect if and when two-thirds of the members present at the business meeting at which the vote is taken shall vote in favor of the same.

Section 2: This constitution may be amended, altered or repealed by a two-thirds vote of the members present at any business meeting of the church, providing that such amendment, alteration or repeal be given to the Clerk in writing and that such proposed change (s) shall be read and discussed at a church business meeting prior to the one at which the vote is taken.

Section 3: The adoption or amendment of this constitution and by-laws supersedes any previous constitution and by-laws of Grace Baptist Church.

ARTICLE XIII

GENERAL

Licensing and Ordination

Section 1: Any person who has given evidence that he is called to the work of the ministry, may be licensed or ordained to the gospel ministry based on the following criteria: He must meet the qualification of an overseer in 1 Timothy 3:1-7. He must be examined by an ordination counsel. He must receive a vote of affirmation in a regular scheduled business meeting.

Fiscal

Section 1: The church hereby adopts the calendar year as its fiscal year.

BY-LAWS

GOVERNMENT OF THE CHURCH

Section 1: Under the headship of the Lord Jesus Christ the government of the Church is vested in the body of believers who compose its membership. Any matters that do not fall under the authority of a ministry team or staff member may be dealt with in a business meeting. All matters before the church shall be settled by a majority vote of the members present and voting unless otherwise provided herein. At any regular scheduled or duly called business meeting, the members present shall constitute a quorum.

ELECTIONS

Section 1: All officers (except the Pastor, ministerial staff and deacons) and members of designated ministry teams shall be elected for a three-year term. Those members may serve consecutive terms.

Section 2: Ministry Teams shall be comprised of individuals agreed upon by the pastor and deacon body. The oversight of these teams will be the responsibility of the pastoral staff.

Section 3: The nomination of Pastor shall be made by the pastor selection team. This committee shall consist of two deacons and two other members in good standing with the church. The two members shall be selected by the deacon body. This body should be formed as soon as the vacancy is presented. The selection committee in concert with the deacon body has the authority to call an interim pastor. The interim pastor must be affirmed by all members of the pastor selection team and deacon body.

The candidate for Pastor shall be recommended to the church in a special called business meeting for that purpose, by the Pastor Search Team. He shall be elected by secret ballot, with a three-fourths (3/4) majority of all votes cast. The results will be referred back, without debate, to the pastor selection team and presented to the church.

Section 4: The recommendation of ministerial employees other than pastor and / or associate pastor, shall be by the pastoral staff and the deacon body. A special business meeting should be called and a vote of three-fourths (3/4) of the members present is needed to approve the recommendation.

Section 6: Vacancies in any office (except ministerial staff) together with vacancies on ministry teams shall be dealt with by the pastoral staff and deacon body. These

positions can be voted on at any special called business meeting or regular business meeting. A three-fourths (3/4) vote of members present is needed to approve the recommendation.

DISMISSAL FROM OFFICE

- Section 1: Any officer, staff minister or pastor of the church is expected to conduct their life and ministry in accordance with the Biblical standards of holiness as they grow to become more like Christ. When any officer, staff minister or pastor knowingly ignores the direct commands and prohibitions of Scripture, he shall be dealt with according to the principles of discipline and restoration found in such passages as Matthew 18:15-17; Galatians 6:1-2; 2 Thessalonians 3:6-15; 1 Corinthians 5:1-13; Matthew 7:1-5; etc.
- Section 2: Any officer, staff minister, or pastor may be deemed “unqualified” for office and be removed from his / her post on the basis that his / her life or ministry is in clear violation of Scripture.
- Section 3: In such cases that the life or ministry of any officer, staff minister or pastor is found to be in clear violation of the Scriptures, which said officer, minister or pastor shall be presented in private with a written statement of their violation, with appropriate Scriptural references.
- Section 4: In cases where private communication fails to correct the violation, the deacon body shall be asked to approve and present to the said officer, minister or pastor a written statement of their violation, with appropriate Scriptural references.
- Section 5: In cases where private communication and communication from the deacon fails to correct the violation, the deacon body may present to the church body a written statement of the said violation, with appropriate Scriptural references. The presentation of the written statement shall take place at the next regularly scheduled or special business meeting.
- Section 6: In cases where the life or ministry of any officer, staff minister or pastor is found to be in clear violation of the Scripture that said individual may be dismissed and removed from his / her post by the church body. Any officer, staff minister or pastor cannot be dismissed except by a two-thirds (2/3) majority vote of the church in a business meeting.

DEACONS

- Section 1: The Deacons shall assist the pastor in the pastoral and administrative duties of the church. The Deacons shall see that the sick, the sorrowing, the aged, and the spiritually weak receive spiritual and physical comfort. They shall administer the church’s benevolence funds, render counsel to those in need of it, and assist with the collection and securing of voluntary offerings from people.

Section 2: The term of office of a deacon shall be three years. At the end of three years a deacon may be reaffirmed by the body for another term. The numbers of deacons will be approved by the church.

Section 3: The deacons shall elect their own officers.

Section 4: The deacons shall not meet in business session without requesting the pastor to be present.

Section 5: The deacons shall serve as trustees of the church.

As such, they are given authority to execute deeds, debentures, mortgages, liens, and other legal documents an appropriate, and to represent the corporation in any litigation brought by or against the corporation.

Receive and disburse moneys in accordance with terms of wills, bequests, and special instruments wherein the church is named the beneficiary.

Sell any real or personal property obtained through wills, bequests, and special instruments wherein the church is the beneficiary.

Section 6: The deacons shall be responsible for the Lord's Supper and Baptism.

Section 7: The deacons will make recommendations concerning salary and other compensation for the pastor to the church body.

Section 8: Deacon nomination and election procedures:

- (a) Deacon candidates shall be male members of the church for no less than one year prior to serving in this capacity. They shall have attained the age of 21 years to be eligible to serve as deacon.
- (b) The church shall abide by the qualifications laid down for this office as found in Acts 6:1-7, 1 Timothy 3:8-13
- (c) The process will begin by public teaching on the office of Deacon and public explanation of the selection process.
- (d) Following a one-week period of prayerful consideration, forms will be distributed to members or recommend qualified men for the office of Deacon.
- (e) Those men who receive at least 20% of the nominations and are willing and able to serve, will be interviewed by the Pastor and the Chairman of the Deacons.

- (f) The final list of those found to be biblically qualified will be presented to the church membership for their approval. Written affirmation forms will be submitted by the membership and must be signed to be considered.
- (g) Those receiving affirmation by at least two-thirds (2/3) of the members submitting forms will be publicly ordained or installed (if previously ordained) as a Deacon, unless a scriptural disqualification becomes apparent during the affirmation process.

MINISTRY TEAMS

- Section 1: Ministry teams shall be instructed as to their duties by the pastoral staff and the deacon body.
- Section 2: Ministry teams may be appointed at the discretion of the pastoral staff and deacon body.

CHURCH OFFICERS

- Section 1: The church clerk shall be appointed by the Senior Pastor and affirmed by the Church. The clerk shall maintain the church membership register with the dates of admissions and dismissals, or death, together with a record of baptisms. The clerk shall keep an accurate record of all actions of the church, and shall attend all business meetings. The clerk shall maintain file copies of the minutes of all committees of the Church.
- Section 2: The church treasurer shall be appointed by the Deacon body. The treasurer shall maintain the church budget. The treasurer shall maintain an account of all gifts given to the church.
- Section 3: Authority for the day-to-day ministry matters will reside in the hands of the Pastor (s). The Pastor shall be responsible for providing leadership for the equipping of the saints for the work of service, to the building up of the body of Christ (Ephesians 4:11-12).
 - (a) The Pastor (s) shall devote himself to prayer on behalf of the flock that has been entrusted to His care (Acts 6:4).
 - (b) The Pastor (s) shall preach the Gospel and teach the Word diligently, faithfully and regularly (Acts 6:4; 2 Timothy 4:1-2)
 - (c) The Pastor (s) shall administer the ordinances, guide the teaching and training ministries of the Church, watch over the spiritual welfare of the body and the individual members, and select counselors to assist him in spiritual matters

(d) The Pastor (s) shall be fully responsible for selecting pulpit supply in his absence from any worship service.

(e) The Pastor (s) shall serve as Church Administrator as follow:

1. Ensure that ministry teams and officers are functioning as provided in the church constitution and by-laws
2. Ensure the promotion of outreach activities.