

**CONSTITUTION AND BY-LAWS**  
**OF THE**  
**COMMUNITY BAPTIST CHURCH**  
**NEW PRAGUE, MN<sup>1</sup>**

# ARTICLE 1 – NAME AND PURPOSE

## SECTION 1.01—NAME

This congregation of believers shall be known as the Community Baptist Church of New Prague, Minnesota.

## SECTION 1.02—PURPOSE

This congregation is organized as a church exclusively for charitable, religious, and educational purposes within the meaning of Section 501 (c) (3) of the Internal Revenue Service Code of 1986 (or the corresponding provision of any future United States Revenue Law), including, but not limited to, for such purposes, the establishing and maintaining of religious worship, the building of churches, parsonages, schools, chapels, rescue missions, and camps; the evangelizing of the unsaved by the proclaiming of the Gospel of the Lord Jesus Christ; the educating of believers in a manner consistent with the requirement of the Holy Scripture, both in Sunday and weekday Bible Studies, and other men's, women's, and children's ministries; and the maintaining of missionary activities in the United States and any foreign country.

- (A) **Associations.** The Church's government is vested in the body of believers who compose it. It is subject to the control of no other ecclesiastical body, but is in the fellowship with the Minnesota Baptist Association and also with the New Testament Association, operating as an Association of Independent Fundamental Baptist Churches.

# ARTICLE 2 – STATEMENT OF FAITH AND COVENANT

## SECTION 2.01—STATEMENT OF FAITH

The following comprise the Scriptural beliefs of this church and its members.

- (A) **The Holy Scriptures.** We believe the Holy Scripture of the Old and New Testaments only, to be the plenary, verbally inspired Word of God, inerrant in the original manuscripts, authoritative, infallible and God-breathed; and that they are the only supreme and ultimate authority for faith and practice. The sixty-six books of the Old and New Testament are the complete and divine revelation of God to Man. The Scriptures shall be interpreted according to their normal grammatical-historical-contextual meaning. The King James Version of the Bible and the New International Version shall be the two primary translation used by the church in teaching and preaching. (2 Tim. 3:16-17; 2 Pet. 1:20-21; Matthew 5:18; I Corinthians 2:10-13)
- (B) **Dispensationalism.** We believe that the Scriptures interpreted in their natural, literal sense reveal divinely determined dispensations or rules of life which define man’s responsibilities in successive ages. These dispensations are not ways of salvation, but rather are divinely ordered stewardships by which God directs man according to His purpose. (Gen. 1:28; 1 Cor. 9:17; 2 Cor. 3:9-18; Gal. 3:13-25; Eph. 1:10; 3:2-10; Col. 1:24-25, 27; Rev. 20:2-6)
- (C) **The Godhead.** We believe in one triune God, existing in three persons: Father, Son, and Holy Spirit, and are eternal in being identical in essence, equal in power and glory and having the same divine attributes. (Deut. 6:4; Matt. 28:19; 2 Cor. 13:14; John 14:10, 26)
- (D) **The Person and Work of Christ.**
1. We believe the Lord Jesus Christ, the eternal Son of God, became man, without ceasing to be God, having been conceived by the Holy Spirit and born of the virgin Mary, in order that He might reveal God and redeem sinful men. (Matthew 1:18-20; John 1:1,2,14; Luke 1:35; II Corinthians 5:19-21)
  2. We believe that the Lord Jesus Christ died for our sins, as a substitutionary sacrifice, and that all that put their faith in Christ are justified on the ground of His work on the Cross. (Romans 3:24, 26; 4:25; I Corinthians 15:3-4; II Corinthians 5:21).
  3. We believe in the resurrection of the crucified body of our Lord Jesus Christ and that our redemption and salvation is guaranteed to us by His literal, physical resurrection from the dead; in His bodily ascension into heaven; and in His present life there for us as High Priest and Intercessor. (Matthew 28:5; I Corinthians 15:12-19; Acts 1:9; Hebrews 4:14-16, 7:23-25, 9:24; I John 2:12).
- (E) **The Person and Work of the Holy Spirit.**
1. We believe that the Holy Spirit is a Divine Person, equal with the Father and the Son and the same substance and nature; that He convicts the world of sin, righteousness and judgment; bears witness to the truth; is the agent of the new birth; and that He seals, endues, guides, teaches, witnesses to, sanctifies and helps the believer; that He baptizes them into the Church, the Body of Christ, indwells them permanently, seals them unto the day of redemption, bestows spiritual

gifts upon each one, and fills for service those yielded to Him. (John 3:8; 14:16; 15:26-27; 16:7-15; Acts 5:1-4; Romans 8:9 I Corinthians 12:4-13; 13:8-11; Ephesians 1:13-14; 4:30; 5:18).

2. We believe that He is the divine Teacher who assists believers to understand and appropriate the Scriptures and that it is the privilege and duty of all the saved to be filled with the Spirit. (Eph. 1:17-18; 5:18; 1 John 2:20, 27; I Corinthians 2:14)
3. We believe that God is sovereign in the bestowal of spiritual gifts to every believer. God uniquely uses evangelists, pastors, and teachers to equip believers in the assembly in order that they can do the work of the ministry. (Rom. 12:3-8; 1 Cor. 12:4-11, 28; Eph. 4:7-12)
4. We believe that the sign gifts of the Holy Spirit, such as speaking in tongues and the gift of healing, were temporary. Speaking in tongues was never the common or necessary sign of the baptism or filling of the Holy Spirit, and that ultimate deliverance of the body from sickness or death awaits the consummation of our salvation in the resurrection, though God frequently chooses to answer the prayers of believers for physical healing. (1 Cor. 1:22; 13:8; 14:21-22)

**(F) The Total Depravity of Man.** We believe that man was created in the image and likeness of God; but that in Adam's sin the race fell, and thereby incurred not only physical death, but also spiritual death, which is separation from God; and that all mankind have inherited a sinful nature, are totally unable to regain their former position, and are without excuse before God. (Gen. 1:26; 3:1-2; Rom. 3:23; 5:12; 6:23; Eph. 2:1-16).

**(G) Salvation, Regeneration, and Sanctification.**

1. **Salvation.** We believe that salvation is a gift of God brought to men by grace and received by personal faith in the Lord Jesus Christ, whose blood was shed on Calvary for the forgiveness of sins. Salvation is solely through faith in the Lord Jesus Christ who shed His blood for the forgiveness of our sins and, being a free gift, is not earned by any good works whatsoever. All those who receive Jesus Christ as Lord and Saviour are regenerated and become sons of God. (Ephesians 1:7; 2:8-9; John 1:12; 3:5-7).
2. **Regeneration.** We believe that the Scriptures teach that regeneration, or the new birth, is that change in the soul by the Holy Spirit by which a new nature and spiritual life, not before possessed, are imparted, and the person becomes a new creation in Christ Jesus; and without it salvation is impossible. (John 3:3-6; II Corinthians 5:17; I Peter 1:23; Titus 3:5)
3. **Sanctification.** We believe that immediate, positional sanctification is the act of God whereby believers are, at the time of regeneration, eternally set apart as belonging to Him by redemption, thereby being placed in the family of God as children, joint heirs with Jesus Christ. We believe that progressive sanctification is the process by which, according to God's will, we are made partakers of His holiness that it is progressive; that it is begun in regeneration; that it progresses if the believer is yielded to the Holy Spirit's control; that it is carried on in the hearts of believers by the presence and power of the Holy Spirit through the Word of God, self examination, watchfulness and prayer. We believe that ultimate sanctification will be the portion of every believer when finally in the presence of the Lord, complete and entire, with soul and spirit united in the resurrection body free from every trace of the effects of sin and rebellion. (I Thessalonians 4:3; 5:23; Proverbs 4:18; I John 2:29, 3:1; Ephesians 6:18; John 17:17 I Corinthians 1:2; Hebrews 10:10-14).

**(H) The Eternal Security and Assurance of Believers.**

1. We believe the salvation of every believer is secure for all eternity from the moment of regeneration. This security is guaranteed to each believer by the fact that the life received is eternal life, by the keeping power of God, by the sealing ministry of the Holy Spirit, and by the interceding ministry of Christ (John 5:24; 10:27-30; Romans 8:1, 29, 30, 38, 39; Ephesians 4:30).
2. We believe that it is the privilege of believers to rejoice in the assurance of their salvation through the testimony of God's Word, which, however, clearly forbids the use of Christian liberty as an occasion to the flesh. (Rom. 13:13-14; Gal. 5:13; Titus 2:11-15)

**(I) The Church**

1. We believe that the local church, which is the body and the espoused bride of Christ, is solely made up of born-again persons. (1 Cor. 12:12-14; 2 Cor. 11:2; Eph. 1:22-23; 5:25-27)
2. We believe that the establishment and continuance of local churches is clearly taught and defined in the New Testament Scriptures. (Acts 14:27; 20:17, 28-32; 1 Tim. 3:1-13; Titus 1:5-11)
3. We believe in the autonomy of the local church free of any external authority or control. (Acts 13:1-4; 15:19-31; 20:28; Rom. 16:1, 4; 1 Cor. 3:9, 16; 5:4-7, 13; 1 Pet. 5:1-4)
4. We recognize water baptism and the Lord's Supper as the Scriptural ordinances of obedience for the church in this age. (Matt. 28:19-20; Acts 2:41-42; 18:18; 1 Cor. 11:23-26)
5. We believe that the Bible teaches the following offices of the church should be held by men only: Pastor and Deacon (1 Timothy 2:23; Acts 6)

**(J) Separation.** We believe that all the saved should live in such a manner as not to bring reproach upon their Savior and Lord. God commands His people to separate from all religious apostasy, all worldly and sinful pleasures, practices, and associations, and to refrain from all immodest and immoderate appearances. (Rom. 12:1-2; 14:13; 2 Cor. 6:14-7:1; 2 Tim. 3:1-5; 1 John 2:15-17; 2 John 9-11; Lev. 19:28; 1 Cor. 6:19-20)

**(K) The Second Advent of Christ.** We believe in that *blessed hope*, the personal, imminent return of Christ Who will rapture His church prior to the seven-year tribulation period. At the end of the Tribulation, Christ will personally and visibly return with His saints, to establish His earthly Messianic Kingdom which was promised to the nation of Israel. (Ps. 89:3-4; Dan. 2:31-45; Zech. 14:4-11; 1 Thess. 1:10; 1 Thess. 4:13-18; Titus 2:13; Rev. 3:10; 19:11-16; 20:1-6)

**(L) The Eternal State.** We believe that the souls of those who have trusted in the Lord Jesus Christ for salvation do at death immediately pass into His presence and there remain in conscious bliss until the resurrection of the body at His coming when soul and body reunited shall be associated with Him forever in glory; but, that the soul of unbelievers remain after death in conscious misery unto the final judgment of the Great White Throne at the end of the millennium, when soul and body reunited shall be cast into the lake of fire from the presence of the Lord and from the glory of His power. (Luke 16:19-26; 23:43; II Corinthians 5:8; Philippians 1:23; II Thessalonians 1:7-9; Revelation 20:11-15; 14:9-14)

- (M) The Personality of Satan.** We believe that Satan is literal and personal, and the agent of the fall, the prince and power of this world, and that he shall be judged and eternally punished. (Revelation 20:1-10; Ephesians 2:1-4)
- (N) Creation.** We believe that God created the universe in six literal, 24-hour periods. We reject Evolution, the Gap Theory, the Day-Age Theory, and Theistic Evolution as unscriptural theories of origin. (Gen. 1-2; Ex. 20:11)
- (O) Civil Government.** We believe that God has ordained and created all authority consisting of three basic institutions: 1) the home, 2) the church, and 3) the state. Every person is subject to these authorities, but all (including the authorities themselves) are answerable to God and governed by His Word. God has given each institution specific Biblical responsibilities and balanced those responsibilities with the understanding that no institution has the right to infringe upon the other. (Rom. 13:1-7; Eph. 5:22-24; Heb. 13:17; 1 Pet. 2:13-14)
- (P) Human Sexuality.**
1. We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman. We believe that any form of homosexuality, lesbianism, bisexuality, bestiality, incest, fornication, adultery, and pornography are sinful perversions of God's gift of sex. We believe that God disapproves of and forbids any attempt to alter one's gender by surgery or appearance. (Gen. 2:24; Gen. 19:5, 13; Gen. 26:8-9; Lev. 18:1-30; Rom. 1:26-29; 1 Cor. 5:1; 6:9; 1 Thess. 4:1-8; Heb. 13:4)
  2. We believe that the only legitimate marriage is the joining of one man and one woman. (Gen. 2:24; Rom. 7:2; 1 Cor. 7:10; Eph. 5:22-23)
- (Q) Family Relationships**
1. We believe that men and women are spiritually equal in position before God but that God has ordained distinct and separate spiritual functions for men and women in the home and the church. The husband is to be the leader of the home, and men are to be the leaders (pastors and deacons) of the church. Accordingly, only men are eligible for licensure and ordination by the church. (Gal. 3:28; Col. 3:18; 1 Tim. 2:8-15; 3:4-5, 12)
  2. We believe that God has ordained the family as the foundational institution of human society. The husband is to love his wife as Christ loves the church. The wife is to submit herself to the Scriptural leadership of her husband as the church submits to the headship of Christ. Children are a heritage from the Lord. Parents are responsible for teaching their children spiritual and moral values and leading them, through consistent lifestyle example and appropriate discipline, including Scriptural corporal correction. (Gen. 1:26-28; Ex. 20:12; Deut. 6:4-9; Ps. 127:3-5; Prov. 19:18; 22:15; 23:13-14; Mk. 10:6-12; I Cor. 7:1-16; Eph. 5:21-33; 6:1-4, Col. 3:18-21; Heb. 13:4; I Pet. 3:1-7)
- (R) Divorce and Remarriage.** We believe that God disapproves of and forbids divorce and intends marriage to last until one of the spouses dies. Divorce and remarriage is regarded as adultery except on the grounds of fornication. Although divorced and remarried persons or divorced persons may hold positions of service in the church and be greatly used of God for Christian service, they may not be considered for the offices of pastor or deacon. If the pastor(s) of this church hold convictions against marrying divorced individuals they should not be required to marry them, however the members of the

church are not mandated to hold to this conviction personally. (Mal. 2:14-17; Matt. 19:3-12; Rom. 7:1-3; 1 Tim. 3:2, 12; Titus 1:6)

- (S) **Abortion.** We believe that human life begins at conception and that the unborn child is a living human being. Abortion constitutes the unjustified, unexcused taking of unborn human life. Abortion is murder. We reject any teaching that abortions of pregnancies due to rape, incest, birth defects, gender selection, birth or population control, or the physical or mental well being of the mother are acceptable reasons for choosing to have an abortion. (Job 3:16; Ps. 51:5; 139:14-16; Isa. 44:24; 49:1, 5; Jer. 1:5; 20:15-18; Luke 1:44)
- (1) In case of a Tubal Pregnancy it is has been medically shown that a fetus cannot survive in the fallopian tube and will die. In case of such an event, where if left to natural causes both the mother and fetus would die; we believe it would be acceptable to save the life of the mother in such circumstances.
- (T) **Love.** We believe that we should demonstrate love for others, not only toward fellow believers, but also toward both those who are not believers and those who oppose us. We are to deal with those who oppose us graciously, gently, patiently, and humbly. God forbids the stirring up of strife, the taking of revenge, or the threat or the use of violence as a means of resolving personal conflict or obtaining personal justice. Although God commands us to abhor sinful actions, we are to love and pray for any person who engages in such sinful actions. (Lev. 19:18; Matt. 5:44-48; Luke 6:31; John 13:34-35; Rom. 12:9-10; 17-21; 13:8-10; Phil. 2:2-4; 2 Tim. 2:24-26; Titus 3:2; 1 John 3:17-18)
- (U) **Lawsuits Between Believers.** We believe the church possesses all the resources necessary to resolve personal disputes among members. We believe that believers are to settle confrontation with one another in accordance with the process given in Matthew 18. In such a case where all steps have been taken to follow this biblical process and after the arbitration process as outlined in Article 12 has taken place, it is our belief that believers have the scriptural authority to use the God ordained government as a means to settle their disputes. However we understand that this option to use our civil government to settle a dispute becomes a personal choice after the biblical process has been carried out. – Section 3.04 (Romans 13; 1 Cor. 6:1-8; Eph. 4:31-32)
- (V) **Missions.** We believe that God has given the church a great commission to proclaim the Gospel to all nations so that there might be a great multitude from every nation, tribe, ethnic group, and language group who believe on the Lord Jesus Christ. As ambassadors of Christ we must use all biblical means to go to the foreign nations and not wait for them to come to us. (Matt. 28:19-20; Mark 16:15; Luke 24:46-48; John 20:21; Acts 1:8; 2 Cor. 5:20)
- (W) **Giving.** Since God has designed the church to function off the giving of its members, we believe that every Christian, as a steward of that portion of God's wealth entrusted to him, is obligated to support his local church financially. We believe that God has established the tithe as a principle for giving, but that every Christian should also give other offerings sacrificially and cheerfully to the support of the church, the relief of those in need, and the spread of the Gospel. We believe that a Christian relinquishes all rights to direct the use of the tithe or offering once the gift has been made. (Gen. 14:20; Prov. 3:9-10; Acts 4:34-37; 1 Cor. 16:2; 2 Cor. 9:6-7; Gal. 6:6; Eph. 4:28; 1 Tim. 5:17-18; 1 John 3:17)

## **SECTION 2.02—AUTHORITY OF STATEMENT OF FAITH**

The Statement of Faith does not exhaust the extent of our faith. The Bible itself is the sole and final source of all that we believe. We do believe, however, that the foregoing Statement of Faith accurately represents the teaching of the Bible and, therefore, is binding upon all members. All literature used in the church shall be in complete agreement with the Statement of Faith.

## **SECTION 2.03—COVENANT**

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

We engage, therefore, by the aid of the Holy Spirit, to walk together in Christian love; to strive for the advancement of this church in knowledge, holiness and comfort; to promote its prosperity and spirituality; to sustain its worship, ordinances, discipline and doctrines; to give it a sacred preeminence over all institutions of human origin; and to contribute cheerfully and regularly to the support of the ministry, the expenses of the church, the relief of the poor, and the spread of the Gospel through all nations.

We also purpose to maintain family and private devotions; to train our children according to the Word of God; to seek the salvation of our kindred and acquaintances; to walk circumspectly in the world; to be just in our dealings, faithful in our engagements, and exemplary in our conduct; to avoid all gossip, backbiting, and unrighteous anger; to abstain from all forms of activity which dishonor our Lord Jesus Christ, cause stumbling to a fellow believer, or hinder the winning of a soul to Christ; to be zealous in our efforts to advance the cause of Christ, our Savior; and to give Him preeminence in all things.

We further engage to watch over one another in brotherly love; to remember each other in prayer; to aid each other in sickness and distress; to cultivate Christian sympathy in feeling and courtesy of speech; to be slow to take offense, but always ready for reconciliation, and mindful of the rules of our Savior, and to secure reconciliation without delay.

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

## **ARTICLE 3 – MEMBERSHIP**

### **SECTION 3.01—QUALIFICATIONS FOR MEMBERSHIP**

All applications for membership must complete the new members class offered upon the discretion of the pastor. These applicants after completing the new members class shall be presented to the Board of Deacons, who shall after due consideration, report to the church.

Upon a majority vote of the members present at any church service, membership shall be extended to all who have had and whose lives evidence a genuine experience of regeneration through faith in and acceptance of the Lord Jesus Christ as personal Savior; who renounce sin; who endeavor to live a consecrated life wholly unto the Lord; who fully subscribe to the Statement of Faith contained herein; who enter into the church covenant contained herein; who agree to submit to the authority of the church and its leaders as set forth herein; and upon compliance with any one of the following conditions:

- (A) By baptism (immersion) as a true believer in Christ Jesus as personal Savior;
- (B) By testimony of faith, having been baptized by immersion; or
- (C) By restoration, if having been removed from membership, upon majority vote of the congregation after confession is made publicly before the church membership of the sin or sins involved, and satisfactorily evidencing repentance to the pastor (or the board of deacons if the office of pastor is vacant).

### **SECTION 3.02—DUTIES OF A MEMBER**

On becoming a member of this church, in addition to the covenant contained in Article 2, Section 2.03, each one further covenants to love, honor, and esteem the pastor; to pray for him; to recognize his authority in spiritual affairs of the church; to cherish a brotherly love for all members of the church; to support the church in prayer, tithes, offerings and with other financial support as the Lord enables; and in accordance with Biblical commands, to support through a lifestyle walk affirming the beliefs and practices of the church.

### **SECTION 3.03—PRIVILEGES OF MEMBERSHIP**

- (A) Only members at least eighteen years of age who are physically present at a duly called meeting of the church shall be entitled to vote. There shall be no proxy or absentee voting.
- (B) This congregation functions not as a pure democracy, but as a body under the headship of the Lord Jesus Christ and the direction of the pastor as the under shepherd with the counsel of the board of deacons. Determinations of the internal affairs of this church are ecclesiastical matters and shall be determined exclusively by the church's own rules and procedures. The pastor(s) and the deacons shall oversee all aspects of this church. The pastoral staff and board of deacons may give counsel and assistance to the senior pastor as requested by him.
- (C) Membership in this church does not afford the members with any property, contractual, or civil rights based on principles of democratic government. Although the general public is invited to all of the church's worship services, the church property remains private property. The pastor (or in his absence, an individual designated by the board of deacons) has the authority to suspend or revoke the right of any person, including a member, to enter or remain on church property. If after being notified of such a suspension or revocation, the person enters or remains on church property, the person may, in the discretion of the pastor (or in his absence, an individual designated by the board of deacons), be treated as a trespasser.
- (D) A member, upon five-business days prior written request made upon the church, may inspect or obtain a copy the churches annual business reports, and the minutes of the proceedings of church meetings.
  - 1. A member may not, under any circumstances, inspect or copy any record relating to individual contributions to the church, or the accounting books and financial records of the church.
  - 2. The church may impose a reasonable charge, covering the costs of labor and material, for copies of any documents provided to the member before releasing the copies to the member.

### **SECTION 3.04—DISCIPLINE OF A MEMBER**

- (A) There shall be a discipline committee consisting of the pastor(s) and the board of deacons. If the pastor or a deacon is the subject of a disciplinary matter, he shall not sit as a member of the discipline

committee. The pastor and deacons shall be entitled to the same steps as other church members and be subject to the same discipline.

- (B) Members are expected to demonstrate special loyalty and concern for one another. When a member becomes aware of an offense of such magnitude that it hinders spiritual growth and testimony, he is to go alone to the offending party and seek to restore his brother. Before he goes, he should first examine himself. When he goes, he should go with a spirit of humility and have the goal of restoration.
- (C) If reconciliation is not reached, a second member is to accompany the one seeking to resolve the matter. This second step should also be preceded by self-examination and exercised in a spirit of humility with the goal of restoration.
- (D) If the matter is still unresolved after the steps outlined in subsections (B) and (C) have been taken, the discipline committee, as the church representatives Biblically responsible for putting down murmuring, shall hear the matter.
- (E) If the matter is still unresolved after the steps outlined in subsections (B), (C), and (D) have been taken, such member(s) who refuse to repent and be restored are to be removed from the membership of the church upon a majority vote of the membership present at a meeting called for the purpose of considering disciplinary action.
- (F) No matter may be heard by the discipline committee or the church unless the steps outlined in subsections (B) and (C) have been taken, except in the case of a public offense.
- (G) If an unrepentant offending party is removed from the church membership, contact with him from that point forward should be for the sake of restoration.
- (H) The procedures provided in this section are based on Matt. 18:15-20; Rom. 16:17-18; 1 Cor. 5:1-13; 2 Cor. 2:1-11; Gal. 6:1; 1 Thess. 5:14; 2 Thess. 3:6, 10-15; 1 Tim. 5:19-20; and Titus 3:10-11.

### **SECTION 3.05—TRANSFER OF MEMBERSHIP**

Members not under the disciplinary process of Section 3.04 may request that letters of recommendation be sent to another church.

### **SECTION 3.06—TERMINATION OF MEMBERSHIP**

- (A) The membership of any individual member shall automatically be taken to the church for termination, if the member in question has not attended a regular worship service of the church in the preceding six months. Upon good cause being shown to the pastor, this provision for termination may be waived in the case of any individual member at the discretion of the pastor.
- (B) No member of this church may hold membership in another church. If any member unites in membership with another church, that person(s) membership will be automatically taken to the church for termination.
- (C) The Membership of any individual member shall automatically be taken to the church for termination, if the member states that he or she is actively involved and unrepentant in any conduct described in Section 2.01 (P).

- (D) No provision contained in this section shall be subject to or governed by the procedures regarding discipline of members set forth in Section 3.04
- (E) A member may resign at any time, but no letter of transfer or written statement of good standing will be issued upon such resignation, except at the discretion of the pastor.

## **ARTICLE 4 – OFFICERS**

### **SECTION 4.01—CHURCH OFFICERS**

The “executive committee” shall consist of: pastor(s) (see Article 5, Section 5.01), deacon (see Article 5, Section 5.02), minister of records (see Article 5, Section 5.03), minister of finance (see Article 5, Section 5.04). One person may hold two offices. The pastor, from time to time as he deems appropriate, may recommend additional church officers, subject to a confirmation vote of the church membership.

### **SECTION 4.02—DESIGNATION OF CORPORATE OFFICERS**

As an accommodation to legal relationships outside the church, the pastor shall serve as president of the corporation; the minister of records shall serve as secretary of the corporation; the minister of finances shall serve as treasurer of the corporation; and the chairman of the board of deacons shall serve as vice president of the corporation.

### **SECTION 4.03—ELIGIBILITY FOR OFFICE**

- (A) The church shall not install or retain an officer who fails to adhere to or expresses disagreement with the Statement of Faith. All church officers, upon request of the pastor, shall affirm their agreement with the Statement of Faith (as set forth in Article 2).
- (B) Only church members are eligible for election or appointment to any church office or position.

### **SECTION 4.04—TERMS OF OFFICE**

- (A) The relationship between the pastor and the church shall be permanent unless dissolved at the option of either party by the giving of a month’s notice, or less by mutual consent. The calling of a pastor or severance of the relationship between the pastor and the church may be considered at any regular church administration meeting, provided notice to that effect shall have been given from the pulpit to the church two Sundays prior to the said regular church administration meeting. A three-fourths majority of the eligible members present and voting shall be required to call a pastor or to sever the relationship between the pastor and the church. Disciplinary removal of the pastor from office automatically terminates his membership. A restoration to membership after disciplinary removal will be subject to the requirements of Section 3.01(D).
- (B) The term of service for all offices and positions in the church, except the pastor(s), shall be two years, at the expiration of which they may be re-elected for another two year term at the end of which they must take a one year waiting period to be elected for the same position.
- (C) A vacancy occurring in any office or board, except in the case of the pastor(s), may be filled at any regular church meeting.
- (D) All newly elected officers shall take over at the first Sunday following the annual election.

- (E) No member can become an officer of the church unless he or she has been a member of the church for at least six months.
- (F) Whenever the dismissal proceeding may be in order against any officer, on grounds of proven immorality, heresy in doctrine, apostasy, or failure to properly attend his duty, he may be dismissed by two-thirds vote of the members present and voting.

#### **SECTION 4.05—ELECTION OF OFFICERS**

The annual election of officers by the church membership shall occur during the month of February at the annual church administration meeting.

#### **SECTION 4.06—PASTORAL OVERSIGHT OF OFFICERS AND STAFF**

- (A) Subject to the approval of the church membership and on the condition that they shall become a member of the church upon assuming their duties, the pastor may recommend associates and assistants to assist the pastor in carrying out his God-given responsibilities.
- (B) All church staff, whether paid or volunteer, shall be under the supervision of the pastor. No employee or volunteer shall be hired, appointed, or retained who fails to adhere to or expresses disagreement with the Statement of Faith.

## **ARTICLE 5 – DUTIES AND POWERS OF OFFICERS**

#### **SECTION 5.01—THE PASTOR**

- (A) The pastor shall preach the Gospel regularly and shall be at liberty to preach the whole counsel of the Word of God as the Lord leads him. He shall administer the ordinances of the church, act as moderator at all church meetings for the transaction of church matters, supervise the teaching ministries of the church, and tenderly watch over the spiritual interests of the membership.
- (B) The pastor shall serve as the president of the corporation. He shall inform all newly elected officers of the particular function and the responsibilities of their respective offices. He shall extend the right hand of fellowship to all new members on behalf of the church.
- (C) All appointments for public worship and Bible study and the arrangements thereof, including time and place and the use of the property belonging to the church for purposes other than the stated appointments, shall be under the control of the pastor and deacons.

#### **SECTION 5.02—THE BOARD OF DEACONS**

- (A) The board of deacons which shall consist of two or more individuals shall assist the pastor, in such manner as he shall request, in promoting the spiritual welfare of the church, in conducting the religious services, and in performing all other work of the church. They shall make provision for the observance of the ordinances of the church. They shall, if requested by the pastor, consider applications for church membership. They shall, in cooperation with the pastor, disburse the deacon's fund. They shall assist the pastor in visitation and all other evangelistic efforts of the church. The board of deacons shall assist the pastor in caring for the administrative needs of the church's various ministries as requested by the

pastor. They shall provide the pulpit supply and choose a moderator for church meetings if the pastor is unavailable or the office of pastor is vacant. Upon the death, resignation, or dismissal of the pastor, the board of deacons will recommend a pulpit committee to the church for its approval by a majority vote of the members present.

- (B) The first deacons meeting immediately following the annual church administration meeting, the board of deacons shall agree on a chairman who shall be vice president of the corporation and a vice chairman.
- (C) The board of deacons shall exercise only the following specific powers, upon authorization by a majority vote of the members present at a duly called church administration meeting:
  - 1. To purchase, hold, lease, or otherwise acquire real and personal property on behalf of the church, and to take real and personal property by will, gift, or bequest on behalf of the church;
  - 2. To sell, convey, alienate, transfer, lease, assign, exchange, or otherwise dispose of, and to mortgage, pledge, or otherwise encumber the real and personal property of the church, to borrow money and incur indebtedness for the purpose and the use of the church; to cause to be executed, issued, and delivered for the indebtedness, in the name of the church, promissory notes, bonds, debentures, or other evidence of indebtedness; and to secure repayment by deeds of trust, mortgages, or pledges; and
  - 3. To exercise all powers necessary for the dissolution of the church corporation.
  - 4. The deacons shall have authority, if necessary, to make capital expenditure of up to \$200.00.

### **SECTION 5.03—THE MINISTER OF RECORDS**

The minister of records shall:

- (A) Certify and keep at the office of the church, the original bylaws or a copy, including all amendments or alterations to the bylaws;
- (B) Keep at the place where the bylaws or a copy are kept a record of the proceedings of meetings, with the time and place of holding, the notice of meeting given, the names of these present at the meetings;
- (C) Sign, certify, or attest documents as may be required by law;
- (D) See that all notices are duly given in accordance with the provisions of these bylaws. (In case of the absence or disability of the secretary, or his or her refusal or neglect to act, notice may be given and served by the pastor or by the chairman of the board of deacons.);
- (E) Be custodian of the records of the church, including the membership roll, baptisms, and certificates of ordination, licenses and commissions;
- (F) See that the reports, statements, certificates, and all other documents and records required by law are properly kept and filed;
- (G) Exhibit at all reasonable times to proper persons on terms provided by law the bylaws and the minutes of the meetings of the church members;

- (H) Keep an account of any special events in the life of the church which are of historical interest and give a report at the annual church administration meeting of the status of the church membership roll in the past year;
- (I) Keep all records at the office of the church and deliver them to any successor upon leaving office;
- (J) Serve as the secretary of the corporation.

#### **SECTION 5.04—THE MINISTER OF FINANCE**

The minister of finance shall:

- (A) Have charge and custody of, and be responsible for, all funds of the corporation, and deposit all funds in the name of the church in banks, trust companies, or other depositories as shall be selected by the pastor or the board of deacons;
- (B) Receive, and give receipts for contributions, gifts, and donations to the church if desired by the donor.
- (C) Disburse, or cause to be disbursed, the funds of the church as may be directed by the pastor, the board of deacons, or the budget adopted by the members of the church at the annual church administration meeting, taking proper vouchers for the disbursements;
- (D) Keep and maintain adequate and correct accounts of the church's properties and business transactions including account of its assets, liabilities, receipts, disbursements, and capital;
- (E) Make all expenditures of the church (except miscellaneous petty cash disbursements) by check;
- (F) When and as requested, render to the pastor and the board of deacons accounts of all his transactions as minister of finance and of the financial condition of the church;
- (G) Present a written report at the regular quarterly church administration meetings and make a general report for the year at the annual church administration meeting;
- (H) Keep all church financial records at the office of the church and deliver them to any successor upon leaving office;
- (I) Serve as treasurer of the corporation.
- (J) Shall prepare the church records for an audit.

#### **SECTION 5.05—ASSOCIATE PASTORS**

Under the direction and guidance of the pastor, the associate pastor(s) of the church shall assist the pastor in carrying out the ministries of the church.

#### **SECTION 5.06—DUTIES OF ALL OFFICERS**

- (A) Upon the pastors request a written report shall be prepared and given at the annual church administration meeting by the officer appointed. All records are the property of the church and must be kept in the church office.

- (B) Any officer who neglects his duties as outlined in the bylaws for a period of three months may be removed from his office at the recommendation of the pastor(s) and deacons to the church body for a vote, and another may be elected by the church body to serve the un-expired term.

## **SECTION 5.09—INSTALLATION OF OFFICERS**

A public recognition of all newly elected officers of the church, and a dedication prayer will be offered at the first church service following their election at the annual church administration meeting.

## **SECTION 5.10 – OTHER ELECTED OR APPOINTED VOLUNTARY OFFICERS**

Other voluntary officers will include Trustees, Sunday School Superintendent, Head Usher, Social Committee, and Deaconesses. Those who hold such positions must be members of Community Baptist Church and adhere to the statement of faith and covenant. The Pastor may at any time sit in on any meetings that these positions may include. Times may call for other voluntary officers to be included among this list, which will be at the recommendation of the pastor(s) and deacons.

- (A) **Trustees.** Two or more trustees shall be elected by the church at the annual meeting. No trustee may succeed himself in office after two full two-year terms until one year has elapsed. The term of office for trustees shall be a two (2) year term with a maximum of two (2) consecutive terms possible. It shall be the duty of the trustees to have oversight, in cooperation with the pastor, of the temporal affairs of the church; to keep the property in good condition; to make whatever repairs, alteration or additions that may be thought necessary, but undertaking no expenditures over \$200.00 without the consent of the church. A chairman shall be elected from the trustee board annually.
- (B) **Sunday School Superintendent.** One Sunday School Superintendent shall be appointed by the pastor annually. The Sunday School Superintendent shall hold office for one year and shall be charged with the conduct of the Sunday School in cooperation with the Pastor.
- (C) **Head Usher.** The Head Usher shall be elected by the church for one year at the annual meeting. They shall assist with the seating of the audience, the ventilating of the rooms during the service, and shall choose their own group of assistants, subject to the approval of the Pastor and deacons. It will be the job of the head usher to receive a count of all individuals present at Sunday morning and evening Worship Services as well as Wednesday Bible Study.
- (D) **Social Committee.** The Church Social Committee shall be composed of not more than four, nor less than two members, and shall be elected at the annual meeting. The duties of the church social committee shall be as follows: (a) Make preparation and be responsible for all fellowship meetings, in regard to seating, table setting, serving, preparation of food, cleaning, washing the dishes and other necessary duties. It is intended that they shall request and receive cooperation and help from church members **and friends** as they deem necessary to carry out efficiently the specific functions. Such fellowship meetings would include: quarterly family night, church funerals, church showers, church dinners, watch night services, or other church social activities. (b) To maintain general oversight of the dishes, silverware, and other utensils and materials of the church which are used for such social activities as listed above. (c) To elect a chairman whose responsibilities shall be as follows (1) to maintain general oversight of the committee, assigning such duties as necessary to carry out specific functions. (2) to make such arrangements for visiting ministers, missionaries, or other Christian workers, as are necessary for lodging and meals. This is especially related to those who supply the church pulpit during the Pastor's absence. **It is expected that cooperation shall be received from all church members in sharing these responsibilities.** (d) That each member of the social committee act as

chairman for a quarter at a time, also that the Pastor's wife may act as an ex-officio member of the social committee, when not functioning as a member.

- (E) **Deaconesses.** Two or more deaconesses shall be elected by the church at the annual meeting. The Deaconesses shall be elected for a two-year term with a maximum of two consecutive terms possible. Same restrictions apply as recorded for deacons. Their duties are; the preparation for the elements for the Lord's Supper Service, to assist in baptismal services and to be active in visitation.

## **ARTICLE 6 – MEETINGS**

### **SECTION 6.01—MEETINGS FOR WORSHIP**

Unless otherwise determined by the pastor, the church shall meet each Sunday for public worship both morning and evening and at least once during the week for Bible study and prayer. Except when circumstances warrant it, the ordinance of the Lord's Supper shall be observed on the first Sunday service of each month.

### **SECTION 6.02—MEETINGS FOR CHURCH ADMINISTRATION**

- (A) Except when circumstances forbid it, the annual church administration meeting shall be held on the last Wednesday in February, at which time the regular church administration shall be considered. A quorum shall consist of the members present.
- (B) All church administration meetings shall be opened and closed with prayer for divine guidance and blessing.
- (C) The moderator shall determine the rules of procedure according to his sense of fairness and common sense, giving all members a reasonable opportunity to be heard on a matter. The moderator is the final authority on questions of procedure, and his decision is final. The following order shall be observed at the regular church administration meetings:
1. Devotions & prayer
  2. Reading of minutes
  3. Reception of members
  4. Dismissal of members
  5. Report of officers
  6. Reports of standing committees
  7. Reports of special committees
  8. Unfinished matters
  9. Election of officers
  10. New matters
  11. Adjournment
  12. Benediction
- (D) For any meeting under this article, the moderator, in his sole discretion, shall have full and unilateral authority to require nonmembers to leave the meeting room and to order the immediate removal of any member or other person present who is deemed by the moderator to be disruptive to the proceedings by act or presence. The moderator shall have full authority to order the removal of all children (ages to be determined by the moderator) if the moderator determines, in his sole discretion, that circumstances so warrant. If the moderator determines that compliance with his order of removal is unsatisfactory, the

moderator may, in his sole discretion, revoke the disruptive person's right to remain on the premises in accordance with Section 3.03(C) and treat the person as a trespasser.

### **SECTION 6.03—SPECIAL MEETINGS**

(A) The pastor (or deacons if the office of pastor is vacant or the pastor is the subject of possible disciplinary action) may call a special meeting by giving notice of such a meeting and the purpose for which it is called to the church from the pulpit at least two Sundays prior to the said meeting. A meeting for the calling of a pastor or the severance of the relationship between the church and pastor shall be called in accordance with the provision of Section 4.04(A).

(B) Bible conferences, missionary conferences, and revivals may be held as the pastor deems beneficial.

### **SECTION 6.04—FISCAL YEAR**

The fiscal year of the church shall begin March 1st and end the last day of February.

## **ARTICLE 7 – MINISTRY OF EDUCATION**

### **SECTION 7.01—PURPOSE**

The church believes that it is to provide the members and their children with an education which is based upon and consistent with Biblical teachings. The church believes that the home and church are responsible before God for providing a Christian education. To this end, the church shall engage in ministries in education in keeping with biblical principles.

### **SECTION 7.02—CHURCH PARTICIPATION**

All educational programs or courses of instruction formulated and offered by the church shall be primarily for the benefit of the members of the church, and secondarily for an outreach to others who desire spiritual growth. These ministry programs include; Sunday School, Awana, Vacation Bible School, Nursery, Men's or Women's Bible Study Groups and other programs that the church may initiate in the future.

### **SECTION 7.03—STAFF MEMBERSHIP**

All instructors, teachers, and administrators shall be members of this church. This provision shall not apply to visiting missionaries, evangelists, or preachers engaged for the purpose of delivering sermons, conducting revivals, or other special meetings on a temporary basis.

### **SECTION 7.04—STATEMENT OF FAITH ACCORD**

All educational programs or courses of instruction shall be taught and presented in full accord with the Statement of Faith of the church. The church shall not hire, appoint, or retain any employee or volunteer for its educational programs who fails to adhere to or expresses disagreement with the Statement of Faith.

### **SECTION 7.05—UNITY**

All educational programs or courses of instruction shall be conducted as an integral and inseparable ministry of the church.

### **SECTION 7.06—TEACHING**

All educational programs or courses of instruction shall be conducted consistent with the teaching of the inerrant Word of God. It is the responsibility of every instructor or teacher to present the inerrant Word of God as the sole infallible source of knowledge and wisdom.

#### **SECTION 7.07—CHRISTIAN WALK**

All administrators, instructors, and teachers shall have displayed a lifestyle consistent with the precepts which they teach, whether in or out of the classroom.

### **ARTICLE 8 – ORDINATION**

#### **SECTION 8.01—ORDINATION QUALIFICATIONS**

Any male member of this church who gives evidence of a genuine call of God into the work of the ministry and possesses the qualifications stated in 1 Timothy 3:1-7 and Titus 1:6-9, may be ordained as a minister of the Gospel.

#### **SECTION 8.02—ORDINATION PROCEDURE**

- (A) Upon a conference with the pastor and after the pastor has approved the candidate for ordination, the pastor shall call a council to examine and pass on the qualification of the candidate. The ordination council shall consist of ordained ministers of like faith invited to participate in the examination of the candidate.
- (B) If the candidate is found worthy of ordination by the council, the ordination council may recommend the candidate to the church for ordination.
- (C) The pastor and the chairman of the deacons shall arrange for the ordination service.

### **ARTICLE 9 – INDEMNIFICATION**

#### **SECTION 9.01—ACTIONS SUBJECT TO INDEMNIFICATION**

The church may indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending or completed action, suit, or proceeding, whether civil, criminal, administrative, or investigative, including all appeals (other than an action by or in the right of the church) by reason of the fact that the person is or was a pastor, deacon, officer, employee, or agent of the church, against expenses, including attorneys' fees, judgments, fines, and amounts paid in settlement actually and reasonably incurred by him in connection with the action, suit, or proceeding; and if that person acted in good faith and in a manner he reasonably believed to be in or not opposed to the best interests of the church and, with respect to any criminal action or proceeding, had no reasonable cause to believe his conduct was unlawful. The termination of any action, suit, or proceeding by judgment, order, settlement, conviction, or on a plea of *nolo contendere* or its equivalent, shall not, of itself, create a presumption that the person did not act in good faith and in a manner that he reasonably believed to be in or not opposed to the best interests of the church and, with respect to any criminal action or proceeding, had no reasonable cause to believe that his or her conduct was unlawful.

#### **SECTION 9.02—EXPENSES SUBJECT TO INDEMNIFICATION**

To the extent that a pastor, deacon, officer, employee, or agent has been successful on the merits or otherwise in defense of any action, suit, or proceeding referred to in this Article, or in defense of any claim, issue, or matter in that action, suit, or proceeding, he or she may be indemnified against expenses, including attorneys' fees, actually and reasonably incurred by him or her in connection with the action, suit, or proceeding.

### **SECTION 9.03—LIMITATIONS OF INDEMNIFICATION**

Any indemnification made under this Article, may be made by the church only as authorized in the specific case on a determination that indemnification of the pastor, deacon, officer, employee, or agent is proper in the circumstances because he has met the applicable standard of conduct set forth in Section 1 of this Article. The determination shall be made (a) by a majority vote of a quorum consisting of the pastor and deacons who were not and are not parties to or threatened with the action, suit, or proceeding; (b) if the described quorum is not obtainable or if a majority vote of a quorum of disinterested deacons so directs, by independent legal counsel in a written opinion; or (c) by a majority vote of the members of the church.

### **SECTION 9.04—TIMING OF INDEMNIFICATION**

Expenses of each person seeking indemnification under this Article, may be paid by the church as they are incurred, in advance of the final disposition of the action, suit, or proceeding, as authorized by the board of deacons in the specific case, on receipt of an undertaking by or on behalf of the pastor, deacon, officer, employee, or agent to repay the amount if it is ultimately determined that he or she is not qualified to be indemnified by the church.

### **SECTION 9.05—EXTENT OF INDEMNIFICATION**

The indemnification provided by this Article shall be deemed to be discretionary unless otherwise required as a matter of law or under any agreement or provided by insurance purchased by the church, both as to action of each person seeking indemnification under this Article in his official capacity and as to action in another capacity while holding that office, and may continue as to a person who has ceased to be a pastor, deacon, officer, employee, or agent and may inure to the benefit of the heirs, executors, and administrators of that person.

### **SECTION 9.06—INSURANCE**

The church may purchase and maintain insurance on behalf of any person who is or was a pastor, deacon, officer, employee, or agent of the church against any liability asserted against him and incurred by him in that capacity, or arising out of his status in that capacity, whether or not the church would have the power to indemnify him against liability under the provisions of this Article.

## **ARTICLE 10 – COMMITTEES**

### **SECTION 10.01—STANDING COMMITTEES**

The pastor (or the board of deacons if the office of pastor is vacant) shall appoint standing committees and designate a chairperson for each standing committee and, except when otherwise specifically provided in these bylaws, shall determine the membership of each standing committee. In addition to the discipline committee, the pastor may appoint other standing committees as he deems appropriate.

### **SECTION 10.02—SPECIAL COMMITTEES**

The pastor(s) and the board of deacons, in their discretion, may appoint special committees to provide the board with advice and information regarding matters submitted to the committee by the board for consideration. The committee shall have no authority to act on behalf of the corporation. The members of the committee shall be chosen by a majority vote of the board of deacons and shall serve solely at the pleasure of the board of deacons. The special committee shall be subject to the control and direction of the pastor(s) and the board of deacons at all times.

## **ARTICLE 11 – DESIGNATED CONTRIBUTIONS**

From time to time the church, in the exercise of its religious, educational, and charitable purposes, may establish various funds to accomplish specific goals. Contributors may suggest uses for their contributions, but all suggestions shall be deemed advisory rather than mandatory in nature. All contributions made to specific funds or otherwise designated shall remain subject to the exclusive control and discretion of the church members, with the exception of any Faith Promise Pledge, which will be used for the said purpose. No obligation shall be created by any designated contribution made to the church other than to use the contribution for the general furtherance of any of the purposes stated in Section 1.02.

## **ARTICLE 12 – BINDING ARBITRATION**

### **SECTION 12.01—SUBMISSION TO ARBITRATION**

Believing that lawsuits between believers are a last resort, all members of this church agree to submit to binding arbitration any matters which cannot otherwise be resolved, except that judgment upon the award rendered by the arbitrator may be entered in any court having jurisdiction thereof.

### **SECTION 12.02—NOTICE OF ARBITRATION**

In the event of any dispute, claim, question, or disagreement arising out of or relating to these bylaws or any other church matter, the parties shall use their best efforts to settle such disputes, claims, questions, or disagreement as befits Christians. To this effect, they shall consult and negotiate with each other in good faith and, recognizing their mutual interests not to disgrace the name of Christ, seek to reach a just and equitable solution. If they do not reach such solution within a period of sixty (60) days, then upon notice by either party to the other, disputes, claims, questions, or differences shall be finally settled by arbitration as described in section 12.01, above, and such Procedures for Arbitration as are adopted pursuant to Section 12.04, below.

### **SECTION 12.03—LIMITATIONS ON ARBITRATION DECISIONS**

- (A) Should any dispute involve matters of church discipline, the arbitrators shall be limited to determining whether the procedures for church discipline as outlined under Section 3.04, were followed.
- (B) Should any dispute involve the removal from office of the pastor or any church officer, the arbitrators shall be limited to determining whether the procedures set forth in Section 3.04 were followed.

### **SECTION 12.04—ARBITRATION PROCEDURES**

The Procedures for Arbitration shall be as adopted by the pastor and the board of deacons.

## **ARTICLE 13 – AMENDMENTS**

These by-laws may be revised or amended by a majority vote of the members present and voting at any regular church administration meeting, provided that said revision or amendment has been submitted in writing and announced from the pulpit two Sundays before the vote is taken.

## **ARTICLE 14 – CHURCH WORK**

All the activities of the church, whether conducted through societies, committees, or otherwise, are a part of the single church organization and the Pastor(s) and the deacons shall have a general oversight of them all.

## **ARTICLE 15 – CONTROL BY OTHER CORPORATIONS**

This corporation (church) shall not be controlled by any other corporation, or persons, except and entirely in an advisory manner; but it is entirely independent and sovereign in all its actions.

## **ADOPTION**

These bylaws were adopted by a two-thirds majority vote of the members present and voting at a duly called meeting of the church.

These bylaws supersede any other bylaws of Community Baptist church.

March 13, 2005

Date

Nancy Rosemeier

Minister of Records