

**Constitution and By-laws  
of  
Clough Pike Baptist Church**

**1025 Clough Pike  
Cincinnati, Ohio 45245**



**March 2017**

## Constitution and By-Laws of Clough Pike Baptist Church

### Preamble

We, the Southern Baptists of Clough Pike, Cincinnati, Ohio, feeling the need of a church in which to unite our efforts to promote the Kingdom of God on earth, to glorify God by developing devoted followers of Jesus Christ, and to teach the true doctrines of Jesus Christ, do establish ourselves into one church body for these purposes and do ordain this constitution for the government of the same.

### Constitution

#### *Article I Name:*

This church shall be known as Clough Pike Baptist Church, a corporation, not for profit, organized and existing under the Ohio Revised Code.

#### *Article II Our Covenant:*

This church adopted the covenant as shown and will faithfully observe all the provisions in our church covenant. Having received Christ as my Lord and Savior and having been scripturally baptized, and being in substantial agreement with Clough Pike Baptist Church's statements, strategy, and structure, I now feel led by the Holy Spirit to unite with The Clough Pike Baptist Church Family. In doing so, I commit myself to God and the other members, by the aid of the Holy Spirit, to do the following:

1. I will protect the unity of my church
  - By acting in love toward other members
  - By refusing to gossip
  - By following the leaders in accordance with scripture
  - Let us therefore make every effort to do what leads to peace and to mutual edification. (Romans 14:19)
  - ...Have sincere love for your brothers; love one another deeply, from the heart. (1 Peter 1:22)
  - Do not let any unwholesome talk come out of your mouths, but only what is helpful for building others up according to their needs... (Ephesians 4:29)
  - Obey your leaders and submit to their authority. They keep watch over you as men who must give an account. Obey them so that their work will be a joy, not a burden, for that would be of no advantage to you. (Hebrews 13:17)
2. I will share the responsibility of my Church
  - By praying for its growth
  - By inviting the unchurched to attend
  - By warmly welcoming those who visit
  - To the Church ...We always thank God for all of you, mentioning you in our prayers. We continually remember before our God and Father your work produced by faith, your labor prompted by love, and your endurance inspired by hope in our Lord Jesus Christ. (1 Thessalonians 1:1-3)
  - Then the master told his servant, 'Go out to the roads and country lanes and make them come in, so that my house will be full. (Luke 14:23)
  - Accept one another, then, just as Christ accepted you, in order to bring praise to God. (Romans 15:7)
3. I will serve the ministry of my church
  - By discovering my gifts and talents
  - By being equipped to serve by my pastors
  - By developing a servant's heart
  - Each one should use whatever gift he has received to serve others, faithfully administering God's grace in its various forms. (1 Peter 4:10)

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- It was he who gave some to be apostles, some to be prophets, some to be evangelists, and some to be pastors and teachers, to prepare God's people for works of service, so that the body of Christ may be built up. (Ephesians 4:11-12)
  - Each of you should look not only to your own interests, but also to the interests of others. Your attitude should be the same as that of Christ Jesus: Who... made himself nothing, taking the very nature of a servant... (Philippians 2:4-7a)
4. I will support the testimony of my church
- By attending faithfully
  - By living a godly life
  - By giving regularly
- Let us not give up meeting together...but let us encourage one another ... (Hebrews 10:25)
  - Whatever happens, conduct yourselves in a manner worthy of the gospel of Christ... (Philippians 1:27)
  - On the first day of every week, each one of you should set aside a sum of money in keeping with his income, saving it up, so that when I come no collections will have to be made. (1 Corinthians 16:2)
  - A tithe of everything from the land, whether grain from the soil or fruit from the trees, belongs to the LORD; it is holy to the LORD. (Leviticus 27:30)

### **Article III     *Statement of Faith:***

This church has adopted as her articles of faith and practice (Doctrine) the current edition of the Baptist Faith and Message statement adopted by the Southern Baptist Convention. This statement reads in full as follows:

1. The Scriptures: The Holy Bible was written by men divinely inspired and is God's revelation of Himself to man. It is a perfect treasure of divine instruction. It has God for its author, salvation for its end, and truth, without any mixture of error for its matter. Therefore, all Scripture is totally true and trustworthy. It reveals the principles by which God judges us, and therefore is, and will remain to the end of the world, the true center of Christian union, and the supreme standard by which all human conduct, creeds, and religious opinions should be tried. All Scripture is a testimony to Christ, who is Himself the focus of divine revelation. Ex. 24:4; Deut. 4:1-2; 17:19; Josh. 8:34; Psalm 19:7-10; 119:11, 89, 105, 140; Isa. 34:16; 40:8; Jer. 15:16; 36; Matt. 5:17-18; 22:29; Luke 21:33; 24:44-46; John 5:39; 16:13-15; 17:17; Acts 2:16 ff.; 17:11; Rom. 15:4; 16:25-26; 2 Tim. 3:15-17; Heb. 1:1-2; 4:12; 1 Peter 1:25; 2 Peter 1:19-21.
2. God: There is one and only one living and true God. He is an intelligent, spiritual, and personal Being, the Creator, Redeemer, Preserver, and Ruler of the universe. God is infinite in holiness and all other perfections. God is all powerful and all knowing; and His perfect knowledge extends to all things, past present, and future, including the future decisions of His free creatures. To Him we owe the highest love, reverence, and obedience. The eternal triune God reveals Himself to us as Father, Son, and Holy Spirit, with distinct personal attributes, but without division of nature, essence, or being.
  - a. God the Father: God as Father reigns with providential care over His universe, His creatures, and the flow of the stream of human history according to the purposes of His grace. He is all powerful, all loving, and all wise. God is Father in truth to those who become children of God through faith in Jesus Christ. He is fatherly in His attitude toward all men.

Gen. 1:1; 2:7; Ex. 3:14; 6:2-3; 15:11 ff.; 20:1 ff.; Lev. 22:2; Deut. 6:4; 32:6; 1 Chron. 29:10; Psalm 19:1-3; Isa. 43:3; 15; 64:8; Jer. 10:10; 17:13; Matt. 6:9 ff.; 7:11; 23:9; 28:19; Mark 1:9-11; John 4:24; 5:26; 14:6-13; 17:1-8; Acts 1:7; Rom. 8:14-15; 1 Cor. 8:6; Gal. 4:6; Eph. 4:6; Col. 1:15; 1 Tim. 1:17; Heb 11:6; 12:9; 1 Peter 1:17; 1 John 5:7.
  - b. God the Son: Christ is the eternal son of God. In His incarnation as Jesus Christ he was conceived of the Holy Spirit and born of the virgin Mary. Jesus perfectly revealed and did the will of God, taking upon Himself human nature with its demands and necessities and identifying Himself completely with mankind yet without sin. He honored the divine law by His personal obedience, and in His

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substitutionary death on the cross He made provision for the redemption of men from sin. He was raised from the dead with a glorified body and appeared to His disciples as the person who was with them before His crucifixion. He ascended into heaven and is now exalted at the right hand of God where He is the One Mediator, fully God, fully man, in whose Person is effected the reconciliation between God and man. He will return in power and glory to judge the world and to consummate His redemptive mission. He now dwells in all believers as the living and ever present Lord.

Gen. 18:1 ff.; Psalm 2:7 ff.; 110:1 ff.; Isa. 7:14; 53; Matt. 1:18-23; 3:17; 8:29; 11:27; 14:33; 16:16; 27; 17:5; 27; 18:1-6; 19; Mark 1:1; 3:11; Luke 1:35; 4:41; 22:70; 24:46; John 1:1-18; 29; 10:30; 38; 11:25-27; 12:44-50; 14:7-11; 16:15-16; 28; 17:1-5; 21-22; 20:1-20; 28; Acts 1:9; 2:22-24; 7:55-56; 9:4-5, 20; Rom. 1:3-4; 3:23-26; 5:6-21; 8:1-3; 34; 10:4; I Cor. 1:30; 2:2; 8:6; 15:1-8; 24-28; 2 Cor. 5:19-21; Gal. 4:4-5; Eph. 1:20; 3:11; 4:7-10; Phil. 2:5-11; Col. 1:13-22; 2:9; I Thess. 4:14-18; I Tim. 2:5-6; 3:16; Titus 2:13-14; Heb. 1:1-3; 4:14-15; 7:14-28; 12:2; 13:8; I Peter 2:21-25; 3:22; 1 John 1:7-9; 3:2; 4:14-15; 5:9; 2 John 7-9; Rev. 1:13-16; 5:9-14; 12:10-11; 13:8; 19:16.

- c. God the Holy Spirit: The Holy Spirit is the Spirit of God, fully divine. He inspired holy men of old to write the Scriptures. Through illumination, He enables men to understand truth. He exalts Christ. He convicts men of sin, of righteousness and of judgment. He calls men to the Savior, and effects regeneration. He cultivates Christian character, comforts believers, and bestows the spiritual gifts by which they serve God through His church. He seals the believer unto the day of final redemption. His presence in the Christian is the guarantee that God will bring the believer into the fullness of the stature of Christ. He enlightens and empowers the believer and the church in worship, evangelism, and service.

Gen. 1:2; Judg. 14:6; Job 26:13; Psalm 51:11; 139:7 ff.; Isa. 61:1-3; Joel 2:28-32; Matt. 1:18; 3:16; 4:1; 12:28-32; 28:19; Mark 1:10; 12; Luke 1:35; 4:1, 18-18; 11:13; 12:12; 27:49; John 4:24; 14:16-17, 26; 15-26; 16:7-14; Acts 1:8; 2:1-4; 38; 4:31; 5:3; 6:3; 7:55; 8:17; 39; 10:44; 13:2; 15:28; 16:6; 19:1-6; Rom. 8:9-11, 14-16, 26-27; I Cor. 2:10-14; 3:16; 12:3-11; Gal. 4:6; Eph. 1:13-14; 4:30; 5:18; I Thess. 5:19; I Tim. 3:16; 4:1; 2 Tim. 1:14; 3:16; Heb. 9:8; 14; 2 Peter 1-21; I John 4:13 5:6-7; Rev. 1:10; 22:17.

3. Man: Man is the special creation of God, made in His own image. He created them male and female as the crowning work of His creation. The gift of gender is thus part of the goodness of God's creation. In the beginning man was innocent of sin and was endowed by his Creator with freedom of choice. By his free choice man sinned against God and brought sin into the human race. Through the temptation of Satan man transgressed the command of God, and fell from his original innocence whereby his posterity inherit a nature and an environment inclined toward sin. Therefore, as soon as they are capable of moral action, they become transgressors and are under condemnation. Only the grace of God can bring man into His holy fellowship and enable man to fulfill the creative purpose of God. The sacredness of human personality is evident in that God created man in His own image, and in that Christ died for man; therefore, every person of every race possesses full dignity and is worthy of respect and Christian love.

Gen. 1:26-30; 2:5, 7, 18-22; 3; 9:6; Psalm 1; 8:3-6; 32:1-5; 51:5; Isa. 6:5; Jer. 17:5; Matt. 16:26; Acts 17:26-31; Rom. 1:19-32; 3:10-18, 23; 5:6, 12, 19; 6:6; 7:14-25; 8:14-18, 29; I Cor. 1:21-31; 15:19, 21-22; Eph. 2:1-22; Col. 1:21-22; 3:9-11.

4. Salvation: Salvation involves the redemption of the whole man, and is offered freely to all who accept Jesus Christ as Lord and Savior, who by His own blood obtained eternal redemption for the believer. In its broadest sense salvation includes regeneration, justification, sanctification, and glorification. There is no salvation apart from personal faith in Jesus Christ as Lord.
  - a. Regeneration, or the new birth, is a work of God's grace whereby believers become new creatures in Christ Jesus. It is a change of heart wrought by the Holy Spirit through conviction of sin, to which the sinner responds in repentance toward God and faith in the Lord Jesus Christ. Repentance and

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faith are inseparable experiences of grace.

- b. Justification is God's gracious and full acquittal upon principles of His righteousness of all sinners who repent and believe in Christ. Justification brings the believer unto a relationship of peace and favor with God.
- c. Sanctification is the experience, beginning in regeneration, by which the believer is set apart to God's purposes, and is enabled to progress toward moral and spiritual maturity through the presence and power of the Holy Spirit dwelling in him. Growth in grace should continue throughout the regenerate person's life.
- d. Glorification is the culmination of salvation and is the final blessed and abiding state of the redeemed.

Gen. 3:15; Ex. 3:14-17; 6:2-8; Matt. 1:21; 4:17; 16:21-26; 27:22 to 28:6; Luke 1:68-69; 2:28-32; John 1:11-14, 29; 3:3-21, 36:5-24; 10:9, 28-29; 15:1-16; 17:17; Acts 2:21; 4:12; 15:11; 16:30-31; 17:30-31; 20:32; Rom. 1:16-18; 2:4; 3:23-25; 4:3 ff.; 5:8-10; 6:1-23; 8:1-18; 29-39; 10:9-10, 13; 13:11-14; I Cor. 1:18, 30; 6:19-20; 15:10; 2 Cor. 5:17-20; Gal. 2:20; 3:13; 5:22-25; 6:15; Eph. 1:7; 2:8-22; 4:11-16; Phil. 2:12-13; Col. 1:9-22; 3:1 ff.; I Thes 5:23-24; 2 Tim. 1:12; Titus 2:11-14; Heb. 2:1-3; 5:8-9; 9:24-28; 11:1-12:8, 14; James 2:14-26; I Peter 1:2-23; I John 1:6 to 2:11; Rev. 3:20; 21:1 to 22:5.

- 5. God's Purpose of Grace: Election is the gracious purpose of God, according to which He regenerates, justifies, sanctifies, and glorifies sinners. It is consistent with the free agency of man, and comprehends all the means in connection with the end. It is a glorious display of God's sovereign goodness, and is infinitely wise, holy, and unchangeable. It excludes boasting and promotes humility.

All true believers endure to the end. Those whom God has accepted in Christ, and sanctified by His Spirit, will never fall away from the state of grace, but shall persevere to the end. Believers may fall into sin through neglect and temptation, whereby they grieve the Spirit, impair their graces and comforts, and bring reproach on the cause of Christ and temporal judgments on themselves; yet they shall be kept by the power of God through faith unto salvation.

Gen. 12:1-3; Ex. 19:5-8; I Sam. 8:4-7, 19-22; Isa. 5:1-7; Jer. 31:31 ff.; Matt. 16:18-19; 21:28-45; 24:22; 31; 25:34; Luke 1:68-79; 2:29-32; 19:41-44; 24:44-48; John 1:12-14; 3:16; 5:24; 6:44-45; 65; 10:27-29; 15:16; 17:6, 12, 17-18; Acts 20:32; Rom. 5:9-10; 8:28-39; 10:12-15; 11:5-7, 26-36; I Cor. 1:1-2; 15: 24-28; Eph. 1:4-23; 2:1-10; 3:1-11; Col. 1:12-14; 2 Thes. 2:13-14; 2 Tim. 1:12; 2:10, 19; Heb. 11:39-12:2; I Peter 1:2-5, 13; 2:4-10; I John 1:7-9; 2:19; 3:2.

- 6. The Church: A New Testament church of the Lord Jesus Christ is an autonomous local congregation of baptized believers, associated by covenant in the faith and fellowship of the gospel; observing the two ordinances of Christ, governed by His laws, exercising the gifts, rights, and privileges invested in them by His word, and seeking to extend the gospel to the ends of the earth. Each congregation operates under the Lordship of Christ through democratic processes. In such a congregation, each member is responsible and accountable to Christ as Lord. Its Scriptural officers are pastors and deacons. While both men and women are gifted for service in the church, the office of pastor is limited to men as qualified by Scripture.

The New Testament speaks also of the church as the body of Christ which includes all of the redeemed of all the ages, believers from every tribe, and tongue, and people, and nation.

Matt. 16:15-19; 18:15-20; Acts 2:41-42, 47; 5:11-14; 6:3-6; 13:1-3; 14:23, 27; 15:1-30; 16:5; 20:28; Rom. 1:7; I Cor. 1:2; 3:16; 5:4-5; 7:17; 9:13-14; 12; Eph. 1:22-23; 2:19-22; 3:8-11, 21; 5:22-32; Phil. 1:1; Col. 1:18; I Tim. 3:1-15; 4:14; I Peter 5:1-4; Rev. 2:3; 21:2-3.

- 7. Baptism and the Lord's Supper: Christian baptism is the immersion of a believer in water in the name of the Father, the Son, and the Holy Spirit. It is an act of obedience symbolizing the believer's faith in a crucified, buried, and risen Savior, the believer's death to sin, the burial of the old life, and the resurrection to walk in

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newness of life in Christ Jesus. It is a testimony to his faith in the final resurrection of the dead. Being a church ordinance, it is prerequisite to the privileges of church membership and to the Lord's Supper.

The Lord's Supper is a symbolic act of obedience whereby members of the church, through partaking of the bread and the fruit of the vine, memorialize the death of the Redeemer and anticipate His second coming.

Matt. 3:13-17; 26:26-30; 28:19-20; Mark 1:9-11; 14:22-26; Luke 3:21-22; 22:19-20; John 3:23; Acts 2:41-42; 8:35-39; 16:30-33; Acts 20:7; Rom. 6:3-5; I Cor. 10:16, 21; 11:23-29; Col. 2:12.

8. The Lord's Day: The first day of the week is the Lord's Day. It is a Christian institution for regular observance. It commemorates the resurrection of Christ from the dead and should include exercises of worship and spiritual devotion, both public and private. Activities on the Lord's Day should be commensurate with the Christian's conscience under the Lordship of Jesus Christ.

Ex. 20:8-11; Matt. 12:1-12; 28:1 ff.; Mark 2:27-28; 16:1-7; Luke 24:1-3, 33-36; John 4:21-24; 20:1, 19-28; Acts 20:7; 1 Cor. 16:1-2; Col. 2:16; 3:16; Rev. 1:10.

9. The Kingdom: The Kingdom of God includes both His general sovereignty over the universe and His particular Kingship over men who willfully acknowledge Him as King. Particularly the Kingdom is the realm of salvation into which men enter by trustful, childlike commitment to Jesus Christ. Christians ought to pray and to labor that the Kingdom may come and God's will be done on earth. The full consummation of the Kingdom awaits the return of Jesus Christ and the end of this age.

Gen. 1:1; Isa. 9:6-7; Jer. 23:5-6; Matt. 3:2; 4:8-10, 23; 12:25-28; 13:1-52; 25:31-46; 26:29; Mark 1:14-15; 9:1; Luke 4:43; 8:1; 9:2; 12:31-32; 17:20-21; 23:42; John 3:3; 18:36; Acts 1:6-7; 17:22-31; Rom. 5:17; 8:19; I Cor. 15:24-28; Col. 1:13; Heb. 11:10, 16; 12:28; I Peter 2:4-10; 4:13; Rev. 1:6; 9; 5:10; 11:15; 21-22.

10. Last Things: God, in His own time and in His own way, will bring the world to its appropriate end. According to His promise, Jesus Christ will return personally and visibly in glory to the earth; the dead will be raised; and Christ will judge all men in righteousness. The unrighteous will be consigned to Hell, the place of everlasting punishment. The righteous in their resurrected and glorified bodies will receive their reward and will dwell forever in Heaven with the Lord.

Isa. 2:4; 11:9; Matt. 16:27; 18:8-9; 19:28; 24:27; 30, 36, 44; 25:31-46; 26:64; Mark 8:38; 9:43-48; Luke 12:40, 48; 16:19-26; 17:22-37; 21:27-28; John 14:1-3; Acts 1:11; 17:31; Rom 14:10; I Cor. 4:5; 15:24-28; 35-58; 2 Cor. 5:10; Phil 3:20-21; Col. 1:5; 3:4; 1 Thes. 4:14-18; 5:1 ff.; 2 Thess. 1:7 ff.; 2; 1 Tim. 6:14; 2 Tim. 4:1; 8; Titus 2:13; Heb. 9:27-28; James 5:8; 2 Peter 3:7 ff.; I John 2:28; 3:2; Jude 14; Rev. 1:18; 3:11; 20:1 to 22:13.

11. Evangelism and Missions: It is the duty and privilege of every follower of Christ and of every church of the Lord Jesus Christ to endeavor to make disciples of all nations. The new birth of man's spirit by God's Holy Spirit means the birth of love for others. Missionary effort on the part of all rests thus upon a spiritual necessity of the regenerate life, and is expressly and repeatedly commanded in the teachings of Christ. The Lord Jesus Christ has commanded the preaching of the gospel to all nations. It is the duty of every child of God to seek constantly to win the lost to Christ by verbal witness undergirded by a Christian lifestyle, and by other methods in harmony with the gospel of Christ.

Gen. 12:1-3; Ex. 19:5-6; Isa. 6:1-8; Matt. 9:37-38; 10:5-15; 13:18-30; 37-43; 16:19; 22:9-10; 24:14; 28: 18-20; Luke 10:1-18; 24:46-53; John 14:11-12; 15:7-8, 16:17:15; 20:21; Acts 1:8; 2: 8:26-40; 10:42-48; 13:2-3; Rom. 10:13-15; Eph. 3:1-11; I Thes. 1:8; 2 Tim. 4:5; Heb 2:1-3; 11:39 to 12:2; 1 Peter 2:4-10; Rev. 22:17.

12. Education: Christianity is the faith of enlightenment and intelligence. In Jesus Christ abide all the treasures of wisdom and knowledge. All sound learning is, therefore, a part of our Christian heritage. The new birth

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opens all human faculties and creates a thirst for knowledge. Moreover, the cause of education in the Kingdom of Christ is co-ordinate with the causes of missions and general benevolence, and should receive along with these the liberal support of the churches. An adequate system of Christian education is necessary to a complete spiritual program for Christ's people.

In Christian education there should be a proper balance between academic freedom and academic responsibility. Freedom in any orderly relationship of human life is always limited and never absolute. The freedom of a teacher in a Christian school, college, or seminary is limited by the pre-eminence of Jesus Christ, by the authoritative nature of the Scriptures, and by the distinct purpose for which the school exists.

Deut. 4:1, 5, 9, 14; 6:1-10; 31:12-13; Neh. 8:1-8; Job 28:28; Psalm 19:7 ff.; 119:11; Prov. 3:13 ff.; 4:1-10; 8:1-7, 11; 15:14; Eccl. 7:19; Matt. 5:2; 7:24 ff.; 28:19-20; Luke 2:40; I Cor. 1:18-31; Eph. 4:11-16; Phil 4:8; Col. 2:3, 8-9; I Tim. 1:3-7; 2 Tim. 2:15; 3:14-17; Heb. 5:12 to 6:3; James 1:5; 3:17.

13. Stewardship: God is the source of all blessings, temporal and spiritual; all that we have and are we owe to Him. Christians have a spiritual debtorship to the whole world, a holy trusteeship in the gospel, and a binding stewardship in their possessions. They are therefore under obligation to serve Him with their time, talents, and material possessions; and should recognize all these as entrusted to them to use for the glory of God and for helping others. According to the Scriptures, Christians should contribute of their means cheerfully, regularly, systematically, proportionately, and liberally for the advancement of the Redeemer's cause on earth.

Gen. 14:20; Lev. 27:30-32; Deut. 8:18; Mal. 3:8-12; Matt. 6:1-4, 19-21; 19:21; 23:23; 25:14-29; Luke 12:16-21, 42; 16:1-13; Acts 2:44-47; 5:1-11; 17:24-25; 20:35; Rom. 6:6-22; 12:1-2; I Cor. 4:1-2; 6:19-20; 12; 16:1-4; 2 Cor. 8-9; 12:15; Phil. 4:10-19; I Peter 1:18-19.

14. Cooperation: Christ's people should, as occasion requires, organize such associations and conventions as may best secure cooperation for the great objects of the Kingdom of God. Such organizations have no authority over one another or over the churches. They are voluntary and advisory bodies designed to elicit, combine, and direct the energies of our people in the most effective manner. Members of New Testament churches should cooperate with one another in carrying forward the missionary, educational, and benevolent ministries for the extension of Christ's Kingdom. Christian unity in the New Testament sense is spiritual harmony and voluntary cooperation for common ends by various groups of Christ's people. Cooperation is desirable between the various Christian denominations, when the end to be attained is itself justified, and when such cooperation involves no violation of conscience or compromise of loyalty to Christ and His Word as revealed in the New Testament.

Ex. 17:12; 18:17 ff.; Judg. 7:21; Ezra 1:3-4; 2:68-69; 5:14-15; Neh. 4; 8:1-5; Matt. 10:5-15; 20:1-16; 22:1-10; 28:19-20; Mark 2:3; Luke 10:1 ff.; Acts 1:13-14; 2:1 ff.; 4:31-37; 13:2-3; 15:1-35; I Cor. 1:10-17; 3:5-15; 12; 2 Cor. 8-9; Gal. 1:6-10; Eph. 4:1-16; Phil. 1:15-18.

15. The Christian and the Social Order: All Christians are under obligation to seek to make the will of Christ supreme in our own lives and in human society. Means and methods used for the improvement of society and the establishment of righteousness among men can be truly and permanently helpful only when they are rooted in the regeneration of the individual by the saving grace of God in Christ Jesus. In the spirit of Christ, Christians should oppose racism, every form of greed, selfishness, and vice, and all forms of sexual immorality, including adultery, homosexuality, and pornography. We should work to provide for the orphaned, the needy, the abused, the aged, the helpless, and the sick. We should speak on behalf of the unborn and contend for the sanctity of all human life from conception to natural death. Every Christian should seek to bring industry, government, and society as a whole under the sway of the principles of righteousness, truth, and brotherly love. In order to promote these ends Christians should be ready to work with all men of good will in any good cause, always being careful to act in the spirit of love without compromising their loyalty to Christ and His truth.

Ex. 20:3-17; Lev. 6:2-5; Deut. 10:12; 27:17; Psalm 101:5; Mic. 6:8; Zech. 8:16; Matt. 5:13-16; 43-48; 22:36-

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40; 25:35; Mark 1:29-34; 2:3 ff.; 10:21; Luke 4:18-21; 10:27-37; 20:25; John 15:12; 17:15; Rom. 12-14; I Cor. 5:9-10; 6:1-7; 7:20-24; 10:23 to 11:1; Gal. 3:26-28; Eph. 6:5-9; Col. 3:12-17; I Thess. 3:12; Philemon; James 1:27; 2:8.

16. Peace and War: It is the duty of Christians to seek peace with all men on principles of righteousness. In accordance with the spirit and teachings of Christ they should do all in their power to put an end to war. The true remedy for the war spirit is the gospel of our Lord. The supreme need of the world is the acceptance of His teachings in all the affairs of men and nations, and the practical application of His law of love. Christian people throughout the world should pray for the reign of the Prince of Peace.

Isa. 2:4; Matt. 5:9; 38-48; 6:33; 26:52; Luke 22:36, 38; Rom. 12:18-19; 13:1-7; 14:19; Heb. 12:14; James 4:1-2.

17. Religious Liberty: God alone is Lord of the conscience, and He has left it free from the doctrines and commandments of men which are contrary to His Word or not contained in it. Church and state should be separate. The state owes to every church protection and full freedom in the pursuit of its spiritual ends. In providing for such freedom no ecclesiastical group or denomination should be favored by the state more than others. Civil government being ordained of God, it is the duty of Christians to render loyal obedience thereto in all things not contrary to the revealed will of God. The church should not resort to the civil power to carry on its work. The gospel of Christ contemplates spiritual means alone for the pursuit of its ends. The state has no right to impose penalties for religious opinions of any kind. The state has no right to impose taxes for the support of any form of religion. A free church in a free state is the Christian ideal, and this implies the right of free and unhindered access to God on the part of all men, and the right to form and propagate opinions in the sphere of religion without interference by the civil power.

Gen. 1:27; 2:7; Matt. 6:6-7, 24; 16:26; 22:21; John 8:36; Acts 4:19-20; Rom. 6:1-2; 13:1-7; Gal. 5:1, 13; Phil. 3:20; I Tim. 2:1-2; James 4:12; I Peter 2:12-17; 3:11-17; 4:12-19.

18. The Family: God has ordained the family as the foundational institution of human society. It is composed of persons related to one another by marriage, blood, or adoption.

Marriage is the uniting of one man and one woman in covenant commitment for a lifetime. It is God's unique gift to reveal the union between Christ and His church and to provide for the man and the woman in marriage the framework for intimate companionship, the channel of sexual expression according to biblical standards, and the means for procreation of the human race.

The husband and wife are of equal worth before God, since both are created in God's image. The marriage relationship models the way God relates to His people. A husband is to love his wife as Christ loved the church. He has the God-given responsibility to provide for, to protect, and to lead his family. A wife is to submit herself graciously to the servant leadership of her husband even as the church willingly submits to the headship of Christ. She, being in the image of God as is her husband and thus equal to him, has the God-given responsibility to respect her husband and to serve as his helper in managing the household and nurturing the next generation.

Children, from the moment of conception, are a blessing and heritage from the Lord. Parents are to demonstrate to their children God's pattern for marriage. Parents are to teach their children spiritual and moral values and to lead them, through consistent lifestyle example and loving discipline, to make choices based on biblical truth. Children are to honor and obey their parents.

Gen. 1:26-28; 2:15-25; 3:1-20; Exo 20:12; Deut 6:4-9; Josh 24:15; 1 Sam 1:26-28; Psa 51:5; 78:1-8; 127; 128; 139:13-16; Pro 1:8; 5:15-20; 6:20-22; 12:4; 13:24; 14:1; 17:6; 18:22; 22:6, 15; 23:13-14; 24:3; 29:15, 17; 31:10-31; Ecc 4:9-12; 9:9; Mal 2:14-16; Matt 5:31-32; 18:2-5; 19:3-9; Mark 10:6-12; Rom 1:18-32; 1 Cor 7:1-16; Eph 5:21-33; 6:1-4; Col 3:18-21; 1 Tim 5:8, 14; 2 Tim 1:3-5; Titus 2:3-5; Heb 13:4; 1 Pet 3:1-7.

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### **Article IV Church Government:**

Under the authority of Jesus Christ, and the word of God, the Congregation of the Church is the final authority within this local church. This authority is normally exercised through the pastoral leadership and appointment Ministry Leaders to govern the church. However, the vote of membership of this church at a properly called meeting, as provided in the in the By-Laws, shall be required to affect the following actions:

1. In business meetings, the church shall consider only the following:
  - a. Annual Budget
  - b. Purchase/Disposal of Land or Buildings
  - c. Changes in the Church Constitution/By-Laws
  - d. Senior Pastor Search Committee
  - e. Calling the Senior Pastor & Associate Pastors
  - f. Termination of Senior Pastor (only at a meeting specially called by Deacon Body)
  - g. Election of Deacons
  - h. The Pastor's recommendations for Ministry Team Captains
  - i. Dismissal of members after the biblical discipline process of Matthew 18.15-17, and removing inactive members from the rolls.
  - j. Election of messengers to annual meetings of association, state, and national conventions.
2. The Senior Pastor may, and shall, when requested by the deacons, Ministry Council or trustees, call from the pulpit special business meetings, together or separate from the items listed in Article 4.1 above, the particular object of the meeting being stated in the notice.
3. The church shall meet annually to approve the annual budget, and receive annual reports from the Ministry Captains.
4. Moderator: The Senior Pastor of the church may serve as Moderator or he may appoint a member of the church to serve as Moderator. In the absence of the pastor, the chairman of the deacons shall preside; or in the absence of both, the clerk shall call the church to order and a moderator pro-tem shall be elected.
5. At any regular meeting, for worship the church may act upon the affirmation of new members, but not upon other matters of business outside of a specially called business meeting.
6. In all questions of procedure at any business meeting, the church shall be governed first by its constitution and by-laws, and second by Robert's Rules of Order, Revised.
7. This Church is not to be subject to the control of any other ecclesiastical body, but shall recognize and sustain obligation of mutual counsel and cooperation, which are common among Southern Baptists.

So far as may be consistent with the principles and teachings of God's Word, this church shall cooperate with and have representation in the denominational causes sponsored by Southern Baptist, including the Southern Baptist Convention, the State Convention of Baptists in Ohio, the Cincinnati Area Baptist Association of Southern Baptists, and other affiliated auxiliaries and causes of the Southern Baptist Churches of the city, county, state and nation. As many messengers or representatives as may be allowed this church at any convention, meeting, or council may be elected by the church at any regular business meeting, or in the case of necessity at a specially called meeting. The church may use its discretion in the matter of electing said messengers or representatives provided that the manner of election meets with the approval of the majority of the members present at the meeting.

### **Article V Amendments:**

This constitution and accompanying by-laws may be amended by a two-thirds vote of the members present and voting at:

## Constitution and By-Laws of Clough Pike Baptist Church

1. any regular business meeting of the church or
2. any business meeting specially called for that purpose, with the purpose having been communicated to the church body.

In either case, the proposed amendment must be presented to the church in writing followed by notice from the pulpit on at least two Sunday mornings immediately prior to the meeting in which the amendment is to be voted on.

## **By-Laws**

### ***Article I      Membership:***

#### **SECTION I      General:**

Membership in this church shall consist of all persons who have met the qualifications for membership and are listed on the membership roll. Qualification for membership should in no means be interpreted as causing or influencing one's salvation. Salvation is offered freely to all who accept Jesus Christ as Lord and Savior, who by His own blood obtained eternal redemption for the believer. We believe that Scripture calls believers to associate with a local body of believers.

#### **SECTION II      Qualifications for Membership:**

Any interpretation of qualifications for membership shall be addressed by the Lead Pastor and Deacon Team. Membership shall be effective after fulfillment of all membership qualifications and are listed on the membership roll.

1. A personal commitment of faith in Jesus Christ for salvation and the public profession of Baptism by immersion as testimony of salvation. Having confessed Jesus Christ to be their Savior and Lord and after due examination as to their Christian experience are then baptized, or coming from other Baptist churches of like faith and order, shall be accepted upon receipt of letters of transfer and recommendation from said former church, or coming upon statement of their Christian experience and having been previously scriptural baptized in a church of like faith, and upon due examination of the circumstances precluding the securing of a letter.
2. Completion of the Church's membership class.
3. Commitment to active support of the church as indicated by signing the membership covenant sheet after completion of the membership class.

#### **SECTION III      Duties:**

Members are expected to be faithful in all of the duties essential to the Christian life, to attend faithfully the services of the church; to give regularly for its support and its causes; and to share in its organized work in accordance with the membership covenant.

#### **SECTION IV      Rights:**

Active members are equal in rank and privilege and may act and vote in the transactions of the church. With the exception of legal transactions, children under the age of eighteen who are active members may act and vote in the transactions of the church while in the presence of their parent or guardian. Inactive members may not vote or participate on matters of church business nor serve in elected positions within the church.

#### **SECTION V      Termination:**

The termination of membership shall be effective on the following conditions:

1. By death.
2. By request of the member.
3. By transfer. Any active member who desires a letter of transfer to any other Baptist church of like faith and order is entitled to said letter upon the request of that church. Letter of transfer shall not be granted directly to the individual.
4. By vote of the church after remaining on the inactive list for an extended period of time. At least once a year the Deacon Body shall review the inactive member list with the church, recommending the removal, as they deem appropriate, of any member that has remained on the inactive list for an extended period of time. They shall be removed from the membership roll of the church by a majority vote of members present.
5. By disciplinary action. In harmony with the scriptural teaching of the Christian faith, discipline must be a functional part of the local church. (Matthew 18:15-20; Galatians 1:8-9; II Thessalonians 3:11; 1 Corinthians 5:1-3) The Church shall discipline any member who knowingly holds false or heretical doctrine, who knowingly lives inconsistently with their Christian profession, or who knowingly would disturb the unity and peace of the Church. The goal of discipline is to restore the person to the church.

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whenever there is repentance and evidence of spiritual change. The Body of Deacons shall oversee all disciplinary action. After prayerful consideration and the implementation of the biblical discipline process outlined in Matthew 18:15-17, by a 2/3 majority vote of the Deacons, a quorum being present, and a majority vote from the Church Body at a business meeting called specifically for that purpose, any person may be dismissed from membership and the church clerk shall remove them from the membership roll of the church and notify the congregation of the same.

### SECTION VI Inactive Members:

The church will make a constant effort to keep in touch with all members at all times. As a responsibility of the Deacon Family Ministry, a Deacon may recommend to the Deacon body that a member, due to willful failure to fulfill terms of the membership covenant, be placed on an inactive list, which shall be reviewed monthly by the Deacon Body. After approval of the Deacon Body they shall have their name placed on an inactive list by the church clerk, who shall inform the membership of the same. After recommitment to the membership covenant and satisfactory evidence of a fulfillment of the membership covenant, the individual may be restored to active membership by approval of the Deacon body who shall inform the congregation of the same.

### SECTION VII Restoration:

The church also has the responsibility of restoring dismissed members who give satisfactory evidence of repentance (II Corinthians 2:6-8) and who have corrected the offense. Such membership restoration occurs only by a two third majority vote of the Body of Deacons, a quorum being present, who shall inform the congregation of the same.

## **Article II Reconciliation & Unity:**

### SECTION I

Should any unhappy differences arise between members, the aggrieved member shall follow in a tender spirit, the rules given by our Lord in the 18th Chapter of Matthew.

### SECTION II

In accordance with Matthew 18, after going to the individual and then going to the individual with brothers or sisters in Christ, if the aggrieved member shall be unable to resolve the issue they may ask the Deacon Body, which shall act as a committee for the church, to entertain a complaint, which must be made in writing. If the Deacon Body votes to entertain a complaint, it shall appoint a reasonable time of hearing and notify the person in question thereof; furnishing him or her a copy of the charges.

### SECTION III

The accused member may call to his aid any member of the church as counsel who was witness or has direct knowledge of the complaint.

### SECTION IV

A spirit of Christian kindness should pervade all such proceedings. Redemption rather than punishment will be the guideline that governs all proceedings.

### SECTION V

Should any cases of gross breach of covenant, or public scandal occur, the Deacons shall endeavor to remove the offense; and if such efforts fail, shall proceed according to Article I Section V. Part 5.

## **Article III Church Staff:**

### SECTION I Senior Pastor:

1. Call of Senior Pastor: The Senior Pastor shall be chosen and called by the church whenever a vacancy occurs. He shall be elected at a meeting called for that purpose, with at least one week's public notice having been given of said meeting. A Senior Pastor Search committee shall be elected to seek out God's will for the Pastor of the church, and their recommendation shall constitute a nomination. Only one man at a time shall be before the church for their consideration as pastor. Election shall be by ballot, an

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affirmative vote of three-fourths of those present and voting being necessary to call him as pastor. The pastor thus elected, if he accepts the call, shall serve indefinitely at the will of the church, and/or until the relationship is terminated by mutual consent, both the pastor and the church seeking at all times to follow the will of God and the leadership of the Holy Spirit in reference thereto.

2. Termination: If termination of a Senior Pastor is sought by either church or pastor, the other party is to be given, in writing, a thirty-day advance notice prior to the termination being effective. By mutual consent, this thirty-day notice may be dispensed.
  - a. Termination of the Senior Pastor by the church shall take place at a meeting called for that purpose, with notification given to the church at a Sunday morning service at least seven days prior. The moderator for this meeting shall be the Chairman of the Deacon body.
  - b. Any accusation shall first be taken to the deacon body who shall then consider such accusation and the validity thereof in due consideration of I Timothy 5:17-19. They shall then counsel with the Senior Pastor and or make further recommendations to the church. A church meeting to consider the termination of the Senior Pastor may be called upon a three-fourths vote of the body of deacons.
  - c. The Senior Pastor may be terminated by a three-fourths vote of the church at such specially called meeting.
3. Privileges and Duties:
  - a. The Senior Pastor shall have charge of the welfare and oversight of the church, and shall be to it a true shepherd.
  - b. He shall minister to the church at all regular and appointed times of worship and service, and to the individual members whenever possible.
  - c. He shall be an ex-officio member of all organizations of the church.
  - d. He is expected to attend the meetings of the State Convention of Baptists in Ohio and of the Southern Baptist Convention (the expenses for attendance at such meetings being defrayed by the church), and such other meetings, as he deems necessary, within the established budget for such meetings.
  - e. The pastor shall have two (2) weeks paid vacation each year. After five years of service in the denomination, the pastor will receive three (3) weeks. After ten years, he will receive four (4) weeks.
  - f. He shall not be absent from his pulpit more than eight (8) Sundays in any one year, and not more than two (2) Sundays in succession at any one time, except as otherwise authorized by the Ministry Council.
  - g. He shall have full supervision of the church staff.

### SECTION II Associate Pastors:

Associate Pastor positions may be recommended to the Ministry Council by the Senior Pastor and approved by the Ministry Council. Associate Pastors shall be under the general direction of the Senior Pastor, aided by the Personnel Committee.

The leadership of Associate Pastors shall be recognized by the Ministry Team(s) in their area of service.

1. Staffing: A search committee shall be selected by the Ministry Council to seek out God's will for the Associate Pastor for the church. They shall council with the Senior Pastor and upon his approval, bring their recommendation before the church. Calling an Associate Pastor requires approval by a two-thirds

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vote of the church.

2. Termination: If termination of the employment of an Associate Pastor is sought by the church or the pastor, the other party is to be given, in writing, a thirty-day advance notice prior to the termination being effective. By mutual consent, this thirty-day notice may be dispensed. Termination of the employment of an Associate Pastor by the church requires the recommendation of the Personnel Committee and a three-fourths vote of a joint body of the Ministry Council and Active Deacon Body, with the concurrence of the Senior Pastor.

### SECTION III Staff Members:

Staff positions may be recommended to the Ministry Council by the deacons, trustees or Senior Pastor and approved by the Ministry Council. Staff members shall be under the general direction of the Senior Pastor, aided by the Personnel Committee.

1. Staffing: Vacant staff member positions may be filled by the recommendation of the Personnel Committee and the concurrence of the Senior Pastor.
2. Termination: If termination of the employment of a staff member is sought by the church or staff member, the other party is to be given, in writing, a thirty-day advance notice prior to the termination being effective. By mutual consent, this thirty-day notice may be dispensed with. Termination of the employment of a staff member by the church requires the recommendation of the Personnel Committee and the concurrence of the Senior Pastor.

## **Article IV Ministry Teams:**

### SECTION I

All organizations of the church shall be under church control. It is understood that the Senior Pastor is ex-officio head of all organizations named, and his leadership is to be recognized in them all. Unless otherwise specified, the term of office for all team members shall be one year, commencing September 1.

#### *Selecting Ministry Council Members:*

Individuals may not serve as captain on more than one Ministry Team simultaneously.

#### *Ministry Captains:*

The Senior Pastor shall counsel with the Deacon Body, and then in March, he shall recommend to the church the captains for each of the Ministry Teams, excluding Ministry/Service. On approximately the second Sunday in April of each year, at the close of the morning worship service, church shall approve the Ministry Team Captains. The Ministry Team Captains shall take office on June 1. Ministry Captains shall serve a two-year term and shall serve no more than one consecutive term and then must rotate off the Ministry Council for one year. In the event that the Ministry Council, along with the Pastor, determines that circumstances dictate otherwise, a Ministry Captain may continue to serve for one additional year.

#### *Ministry Team Leaders:*

Each Ministry team captain shall recommend a leader for each ministry that is part of their team. The ministry leaders shall be approved by the Ministry Council.

#### *Ministry Team Members:*

For each Ministry, the Ministry Team Captain and the Ministry Leaders shall comprise the Ministry Leadership Team. Each member of the ministry team shall be recommended by the incoming Ministry Leader and approved by the incoming Ministry Leadership Team.

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### SECTION II Ministry Council:

This shall consist of the Ministry Captains and on any issues unrelated to personnel, the Pastor(s) of the church.

#### Duties:

1. All duties specifically assigned to the Ministry Council by this document.
2. All matters of church business not specifically assigned to the Church Body shall be under the authority of the Ministry Council.
3. The Ministry Council may, on matters that are not specifically assigned to it by this document, choose to delegate decision making as they see fit, however, they retain the right to reassume decision making authority as required.
4. The Ministry Council is responsible for maintaining total expenditures within the total expenditures approved by the church in the annual budget. If receipts exceed projections, then as good stewards, they may exceed the approved total amount of budgeted expenditures.

### SECTION III Service Ministry Team:

Service Team Captain shall be the Chairman of the Deacon Body. The Service team may be comprised of whatever ministries the team deems necessary in support of the service purposes of the church. The Service team shall include the Deacon Family Ministry. Members of the Service team, with the exception of Deacons, shall be selected in the manner prescribed in Article IV, Section I.

#### Deacons:

1. Qualifications: The basic requirements for a deacon are found in the Bible in Acts 6:1-7 and I Timothy 3:8-13; and these are always to be held over and above the specific requirements for the deacons of this church.
  - a. A deacon shall be a man of moral integrity and spiritual maturity. His life shall be a clean one with no question mark concerning his basic Christian character.
  - b. The business life of a deacon shall be in harmony with Christian principles.
  - c. The deacon should be able and willing to be regular in attendance at the deacons' meetings, worship services, and at the business meetings of the church. The roll shall be called at each deacon's meeting. Absences from three consecutive deacons' meetings, except those, which have been reported to and approved by the deacons, shall cause the offending deacon to be brought before the Deacon Body for such disciplinary action as the Deacon Body may deem necessary.
  - d. A deacon should possess teaching ability of a degree necessary to present, effectively, the plan of salvation to the lost, and to participate in the teaching and training programs of the church.
  - e. The deacon shall be a good steward of his income, recognizing the tithe as the minimum of his giving, being in agreement with and participating in the financial programs of the church.
  - f. The deacons' wives shall share in like manner in Christian consecration and church loyalty.
2. Duties:
  - a. They are to be zealous to guard the unity of the spirit within the church in the bonds of peace.
  - b. They shall serve as a council of advice in conference with the pastor in all matters pertaining to the welfare and work of the church.

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- c. They are to establish and maintain personal and fraternal relations with, and inspiring oversight of, all the membership of the church.
  - d. In counsel with the pastor, and by such methods as the Holy Spirit may direct in accordance with the New Testament teachings, they are to have the oversight of the discipline of the church, in administering which they are to be guided by the principles set forth in Matthew 18:15-17; I Corinthians 5:9-13; and I Thessalonians 5:12-14.
  - e. The deacons shall serve as a general pulpit committee. In case of absence or inability of the pastor, subject to advice from and conference with him, they will provide for the pulpit supplies. In any period when the church is without a pastor, unless the church shall otherwise provide, the deacons will arrange for the temporary ministry, and shall take counsel with reference to securing a pastor. It is not intended in any way to prejudice herein the method by which the church shall proceed in the securing of a pastor.
  - f. They shall assist the pastor in the administration of the ordinances of Baptism and the Lord's Supper.
  - g. In no case will the deacons act for or in behalf of the church except by specific authorization from the church in legal actions.
  - h. The officers of the Deacon body (Chairman, Vice-Chairman, and Secretary) shall serve as the personnel committee for the church, conducting evaluations of pastors and staff, prepare salary recommendations and other duties as assigned by this document or directed by the Ministry Council. Input shall be provided by the Senior Pastor to aid in the evaluation of Associate Pastors and other staff and by the Associate Pastors for staff within their areas of responsibility.
3. Number, Election, Terms of Service:
- a. There shall be one deacon for each ten to fifteen active families on the church rolls on an approximate basis. However, this is not to be construed that the church is obligated to elect this number of deacons, where circumstances would dictate otherwise.
  - b. The deacons will take office on June 1st in the year elected.
  - c. On approximately the first Sunday in March of each year, at the close of the morning worship service, the nomination of deacons will be held.
  - d. Before March of each year, the Body of Deacons will meet to nominate individuals (21 years of age or older) who they believe would make worthy candidates for the office of deacon. Representatives from the Body of Deacons will meet with each potential candidate to determine their eligibility and willingness to serve. After a stated time period has elapsed, each candidate shall give the pastor and the deacon officers an affirmative or negative response as to whether he would serve if elected by the church. Those men who indicate that they are eligible and willing to serve shall have their names placed on a list for nomination by the church. Each member will choose up to the number of men needed to serve as deacon in that calendar year.  
  
Members will be able to write in candidates that are not currently on the nomination list. Ballots containing more than the specified number of nominations will be discarded.
  - e. The pastor and the deacon officers (Chairman, Vice Chairman, and Secretary) will meet with the top nominated candidates who will be given the opportunity to withdraw their name at that time. The pastor and deacon officers will not consider any candidate who has not been nominated by at least 10% of the church body, (i.e. If 300 people nominate 20 men, each candidate must have been nominated by at least 30 members). In the event of a tie in the number of nominations, a poll of the three deacon officers shall be used to determine the order in which the nominees shall be selected.

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Only up to the number of candidates needed shall be brought before the church for examination and affirmation.

- f. The top nominated candidates who have not been previously ordained and who have been investigated by the pastor and deacon officers and found to be in compliance with Biblical qualifications for service as a deacon, shall be examined by an ordination council made up of all ordained men who are active members of the church. Upon the recommendation of the ordination council, the candidates shall be brought before the church for a time of examination in the presence of the church body.
  - g. The top candidates who have been previously ordained in a Southern Baptist Church, and who have been investigated by the pastor and deacon officers and found to be in compliance with Biblical qualifications for service as a deacon, shall be brought before the church for a time of examination in the presence of the church body.
  - h. At the conclusion of a Sunday Morning Service one week after the examination of the candidates by the church body, the candidates shall be placed before the church for a vote of affirmation. Each candidate will need to have a 2/3 majority vote to serve in the office of deacon. In the event that all candidates to be placed before the church also were listed on 2/3 of the nomination ballots, a vote of affirmation will not be needed. These deacons will serve a three-year term of office and then should rotate off the Body of Deacons for a one-year period. In the event that the Body of Deacons determines that circumstances dictate otherwise, the deacon may continue to serve for an additional year.
4. Method of Procedure:
- a. The whole body of deacons shall be organized as a unit for consideration of all larger problems and general policies, and shall meet regularly each month. They may organize themselves into such committees as their wisdom may direct for efficiency in service. It is understood, however, that this body of Deacons is hereby granted advisory power only and all matters must be taken before the church or Ministry Council for action unless the church or Ministry Council delegates to them specific authority to act.
  - b. They shall apportion the membership of the church among themselves, or make plans whereby the entire membership may have the benefit of the oversight in Christ of their brethren.
  - c. Each deacon shall freely confer with the pastor about all matters and cases of discipline, which in his judgment would be most wisely, and spiritually handled in private.

### SECTION IV Education Ministry Team:

The Education team may be comprised of whatever ministries the team deems necessary in support of the educational purposes of the church. Members of the Education team shall be selected in the manner prescribed in Article IV, Section I.

### SECTION V Outreach Ministry Team:

The Outreach team may be comprised of whatever ministries the team deems necessary in support of the outreach purposes of the church. Members of the Outreach team shall be selected in the manner prescribed in Article IV, Section I.

### SECTION VI Worship Ministry Team:

The Worship team may be comprised of whatever ministries the team deems necessary in support of the worship purposes of the church. Members of the Worship team shall be selected in the manner prescribed in Article IV, Section I.

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### SECTION VII Community Ministry Team:

The Community team may be comprised of whatever ministries the team deems necessary in support of the community purposes of the church. Members of the Community team shall be selected in the manner prescribed in Article IV, Section I.

### SECTION VIII Stewardship Ministry Team:

The Stewardship team may be comprised of whatever ministries the team deems necessary in support of the stewardship purposes of the church. Members of the Stewardship team shall be selected in the manner prescribed in Article IV, Section I. The Stewardship team shall include the Trustees, the Church Clerk, and the Finance Team.

#### Trustees:

The team of trustees shall consist of as many members as they deem necessary.

The trustees shall have no power to buy, sell, mortgage, lease, or transfer any property without a specific vote of the church authorizing such action. It is only when they are authorized by vote of the church or Ministry Council to sign legal papers or deeds on behalf of the church, that they can do so.

The trustees' duties will be to maintain the upkeep of the church property. The trustees' responsibilities also include:

1. Maintenance
2. Light, heat, water
3. Insurance program
4. Miscellaneous duties, as requested by the Ministry Council

#### Clerk:

The clerk of the church shall maintain an accurate record of all the actions of the church, and shall attend all business meetings and fulfill the responsibilities indicated in this constitution and bylaws.

#### Finance Team:

The team shall consist of the church treasurer, the assistant church treasurer(s), the financial secretary, and additional members, as they deem necessary.

#### Duties:

- a) Prepare the annual church budget.
  - b) At least two members shall count the church offerings each Sunday and deliver the offering to the assigned finance team member for deposit.
  - c) Monitor the budget receipts and expenditures during the year and make recommendations to the Ministry Council as necessary.
  - d) The team shall consider it a part of their responsibility and duty to promote in every proper way, scriptural giving (tithes and offerings) on the part of the entire membership of the church.
1. Treasurer Duties:
    - a. Receive, preserve, and pay out, all money, or things of value, paid or given to the church, keeping at all times an itemized account of all receipts and disbursements. Payment of bills for local work and expenses shall be made promptly, and all funds received for denominational or other causes shall be remitted at least monthly.
    - b. Render to the finance team at each regular meeting an itemized report of receipts and disbursements for the preceding month, and this report shall be presented to the church in

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written form. Within thirty days after the end of the fiscal year, the treasurer shall render to the financial team and to the church an annual report showing the total amount of receipts and an itemized statement of all disbursements. Prior to the rendition of this annual report, upon its completion by the treasurer, the report shall be audited by the trustees, and their signatures shall be placed at the end of the report before it shall be accepted by the church.

- c. Maintain all books, records, and accounts kept by the treasurer which shall be considered the property of the church. The books shall be open to inspection at all times by any active member of the church except the individual giving record. Upon tendering the annual account at the end of each fiscal year, and its approval by the church, the same shall be delivered by the treasurer to the church clerk, who shall keep and preserve it as a part of the permanent records of the church.

### 2. Financial Secretary Duties:

- a. Receive the empty collection envelopes after the money has been removed and counted by the proper persons elected by the finance team; and from these shall give each donor individual credit as provided in the record system approved by the finance team.
- b. Be responsible for preparing and mailing annual statements to all contributing members.
- c. Duties other than these may be delegated at the wisdom and discretion of the finance team.

## ***Article V Church Finances:***

### SECTION I

The pastor, deacons, and finance team will bring recommendations to the Ministry Council from time to time concerning the budget and the financial needs of the church. The Ministry Team Captains shall present preliminary budget recommendations to the Finance Team who shall consider those recommendations and the anticipated receipts of the church and recommend to the Ministry Council the annual budget. After approving the recommendation, the Ministry Council shall take the annual budget to the Church for approval.

### SECTION II

Receipts from all sources shall be kept in such accounts as the church may care to designate. From these accounts payment of bills for local work and expenses shall be made promptly and all funds received for denominational or other causes shall be remitted at least monthly.

### SECTION III

All funds, for any and all purposes, shall pass through the hands of the treasurer and be properly recorded on the books of the church. The expenses of all organizations, as approved by the church, shall be paid from the accounts of the church.

### SECTION IV

The means of financial support for the church are to be provided through tithes and free will offerings.

### SECTION V

Special offerings may be sought by the church or by any of its organizations, only upon the approval of the Ministry Council. This does not preclude individuals making special offerings at any time, as the Spirit of God may move them.

### SECTION VI

It is the policy of the church that the church's offering and disbursement facilities shall not be used as a conduit

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for the donative purposes of any individual. Accordingly, designated offerings where the donor provides an indication for an end recipient cannot be accepted and will be returned to the donor.

### SECTION VII

In the case of benevolence offerings, a benevolence fund will be administered separately and independently by the deacon body. Donors may designate offerings to the benevolence fund and may make recommendations to the benevolence team. However, designations to an individual, an entity, or a external ministry as a condition of the contribution will not be accepted.

### SECTION VIII

Memorial funds may be established by the request of a donor and the approval the Ministry Council. At establishment, all memorial funds shall have a stated purpose and be assigned to a specific ministry for administration. All funds donated to memorial funds become the immediate property of the church and may be dispensed by the church without consultation of the donor. Once the stated purpose for a fund has been completed, remaining funds shall be transferred to the general operating fund of the church. At the time of the donations, the donor may make recommendations to the administering ministry. Gifts given with a specific designation as a condition of the contribution will not be accepted. At the recommendation of the administering Ministry and 2/3 vote of the Ministry Council, a memorial fund may be closed and any remaining funds transferred to the general operating fund of the church.

## ***Article VI Meetings:***

### SECTION I For Worship:

1. Public services shall be held upon the Lord's Day (Sunday) and on some regular evening or evenings each week.
2. The Lord's Supper shall be celebrated as often as the church shall desire to do so, but at least on a quarterly basis.
3. Occasional services may be scheduled by the pastor at his discretion.