

**CHURCH CONSTITUTION**  
**Of**  
**Eastport Baptist Church**

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**PREAMBLE**

Having given ourselves to the Lord Jesus Christ for our salvation and accepting the entire Scriptures as our sole and perfect guide of faith and practice, we voluntarily band ourselves together as a body of believers in Jesus Christ and adopt for our government, worship, and service the following Constitution. We rescind all previous action contrary from this point forward.

**CHURCH CONSTITUTION**  
**ARTICLE 1 – Name and Purpose**

**Section 1 – Name**

This fellowship of believers, first organized in 1884, and incorporated as a non-profit Corporation in perpetuity under Act #327, Public Acts of 1931, as amended, shall be known as the Eastport Baptist Church, of Eastport, Michigan.

**Section 2 – Purpose**

- (A) This congregation is organized as a church exclusively for charitable, religious, and educational purposes with the meaning of Section 501 (c)(3) of the Internal Revenue Code of 1986 (or the corresponding provisions of any future United States Revenue Law), including, but not limited to the purposes of establishing and maintaining of religious worship, maintaining and operating of church and parsonage buildings.

- (B) The church shall also ordain and license men to the Gospel ministry, evangelize the unsaved by the proclaiming of the Gospel of the Lord Jesus Christ, educate believers in a manner consistent with the requirements of the Bible, both in Sunday and weekday education ministries, and maintain missionary activities in the United States and any foreign country.

## **ARTICLE 2 – Beliefs and Conduct**

We affirm a core confession of convictions in common with the creeds of the early church, the confessions of the Reformation, and the London Baptist confession ([spurgeon.org/~phil/creed/beof.html](http://spurgeon.org/~phil/creed/beof.html)). This statement of faith and conduct does not exhaust the extent of our beliefs. The Bible itself speaks with final authority concerning truth, morality, and the proper conduct of mankind, it is the sole and final source of all that we believe. For purposes of this church's faith, doctrine, practice, policy, and discipline, the Elder Board, with affirmation from the membership, of Eastport Baptist Church's final interpretive authority on the Bible's meaning and application.

### **Section 1 – Our Faith in God**

#### **(A) The Scriptures**

We believe the Bible, comprised of 66 books, was given to us through men who were verbally and plenary inspired as originally written, and is God's revelation of Himself to man. We believe it is truth, without a mixture of error, clear and powerful in its message, sufficient for all of our needs, and the final authority for faith and life.

#### **(B) God**

We believe in one and only one living and true triune God, eternally existent in the three persons of the Father, Son, and Holy Spirit. He is an intelligent, spiritual, personal being, who is loving, good, wise, holy, and perfect in all His characteristics. 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. He created all things by His word and is our sustainer and rules in all things. He is our Redeemer through whom alone salvation can come.

#### **The Father**

We believe in God as father who reigns with providential care over His universe and His creatures according to the purposes of His grace. He is fatherly in His attitude toward all men.

#### **The Son**

We believe in Jesus Christ, who is the one and only eternal Son of God, who added full humanity to His perfect deity when he was born into this world through his virgin mother. We believe He became the perfect substitute for mankind's sins. He obeyed God perfectly, died on the cross for our sins, and arose in bodily form from the grave – defeating Satan. He became the One and only mediator between God and man and will return one day in power and glory, in a literal body to judge the world. He now dwells in all believers as the living and ever present Lord.

#### **The Holy Spirit**

We believe in the Spirit of God, fully divine. He inspired men of old to write the Scriptures. Through illumination He enables men to understand truth. He convicts men of sin, righteousness, and a judgment to come. He indwells believers at the moment of salvation, which is God's guarantee to every believer of final redemption and gives them everything they need to follow and live for Him.

We believe the Spirit gives gifts in each believer at conversion. We also believe that sign and revelatory gifts were temporary and are no longer given by the Spirit today.

(C) Man

We believe that man is God's special creation, made in His own image. He created them as male and female, with differences, yet both equally in the image of himself. Although in the beginning man was created innocent of sin, he soon, by his free choice, fell into sin. His disobedience alienated all mankind from God, leaving man without hope in his own ability to be accepted by God.

(D) Salvation

We believe that saving grace comes not from any works, but through repentance and faith in the person and work of Jesus Christ alone, whose precious blood was shed on Calvary for the forgiveness of our sins. Salvation is wholly a work of God in the life of a sinner, who is kept by the power of God forever in the family of God.

(E) Church

We believe in the universal church, a living spiritual body of which Christ is the head and all born again individuals who are the members, from all ages who put their trust in Christ. It finds itself expressed in local assemblies. We believe in the autonomy of the local congregation, which is free from external authority or control, the priesthood of the believers, and that Jesus gave two ordinances for the church to follow: The Lord's Supper and baptism by immersion. We believe that the two main offices of the church are elders (pastor) and deacons and that God ordained these offices to be filled with Godly men.

(F) Spiritual Gifts

We believe in the continued expression of the spiritual gifts. The more demonstrative or sign gifts such as healing, raising the dead, and speaking in tongues were essentially given for the authentication of the apostolic generation and are not normative for today.

(G) Satan and Fallen Angels

We believe in the reality of Satan and his kingdom of darkness, and that our confrontation of Satan demands belief and trust in God and the effective use of Scripture. We believe that Satan, the originator of sin, and his fallen angels are destined for an eternal punishment in the lake of fire on judgment day.

(H) Future Events

We believe in the "Blessed Hope", the personal, visible, and imminent return of Jesus Christ who will rapture His church prior to the coming wrath, defeating the kingdom of the Antichrist and establishing His glorious and literal kingdom over all nations. We believe in the bodily resurrection of the just and the unjust, that Jesus Christ will be the final judge, and the everlasting blessedness of the saved and the everlasting, conscious punishment of the lost. We believe in a literal heaven and hell.

We believe that in order to preserve the function and integrity of Eastport Baptist Church as a local Body of Christ, and to provide a biblical role model to this fellowship's members and the community, it is imperative that all persons employed by Eastport Baptist Church in any capacity, or who serve as volunteers, agree to and abide by this Statement of Our Life in this World.

We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ. We believe that every person must be accorded

compassion, love, kindness, respect, and dignity. Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with Scripture nor the beliefs of Eastport Baptist Church.

## **Section 2 - Our Life in the World**

### **(A) Civil Government**

We believe that God has created all authority consisting of three basic institutions – 1) the home; 2) the church; and 3) civil government. Each person is subject to these authorities except when they command us to violate God's Word. We believe that God has given each specific responsibility with the understanding that those institutions do not have the right to infringe upon the other.

### **(B) Human Sexuality**

We believe that God wonderfully and immutably creates each person, as male or female. These two distinct, complementary genders together reflect the image and nature of God, and reflects the relationship between Christ and the Church (His Bride).

We believe that the only legitimate marriage is the joining of one man and one woman. We believe that all other kinds of relationships outside of this is a perversion of God's standard. We believe God's standard for sexuality is for only those who are married to each other. All other sexual activity outside of marriage is wrong and outside of God's will for mankind.

We believe that men and women are spiritually equal in position before God, but have distinct and separate spiritual functions in the home and church. The husband is to be the leader of the home and that men are to be the leaders (pastors and elders) of the church. Accordingly, only men are eligible for licensure and ordination by the church.

### **(C) Divorce and Remarriage**

We believe that marriage is a sacred institution ordained of God. His design for marriage is to be a covenant relationship and is to last until one of the spouses dies. Divorce and/or remarriage is regarded as adultery except for grounds of extramarital sexual activity or the unsaved spouse wishes to leave because of the saved spouse's faith. Accordingly, divorced or divorced and remarried people may serve in any position of ministry in the church except as a pastor, elder, deacon, or deaconess.

### **(D) Abortion**

We believe that human life begins at conception and that the unborn child is a living human being. Abortion is murder in the eyes of God and is not acceptable for any reason except the threat of the life of the mother.

### **(E) Lawsuits**

We believe that the church possesses all the resources necessary to resolve personal disputes between believers. Accordingly, we believe that Christians ought not to bring civil lawsuits against other Christians or the church to resolve personal disputes (See Binding Arbitration Policy). We do believe, however, that a Christian may seek compensation for injuries from another Christian's insurance company as long as the claim is pursued without malice or slander.

### **(F) Giving**

We believe that every Christian, as a steward of that portion of God's wealth entrusted to him, is responsible to support his local church financially. We believe that every Christian should be encouraged to give cheerfully and sacrificially for the relief of those in need, the support of the local

church, and the spread of the gospel to every people group. We give our gifts to the church for these purposes. Gifts may also be given for specific purposes stated at the time the gift is given. While the church should make an effort to honor such designated purposes, the right to redirect the use of the gift rests with the church, not the giver(s).

### **Section 3 – Our Practice of the Ordinances**

#### **(A) Baptism.**

Those newly professing faith in Jesus Christ as personal Savior shall be immersed in water by the pastor or other person authorized by the church, in accordance with the scriptural teaching. Such baptism by immersion, either in our church or another of like belief, shall be a prerequisite to church membership.

#### **(B) Lord's Supper**

The Lord's Supper (communion) shall normally be served to the assembled church by the pastor (or other person designated by the church), and the elders on the first Sunday of each month, and/or at the discretion of the Senior Pastor and Elders. Since it is the Lord's Table, none we His shall be barred, but the pastor shall explain the meaning of the ordinance.

### **Section 4 - Our Membership Covenant**

Having received Jesus Christ as my Lord and Savior and been baptized, I will seek, by the grace of God, to live in accord with the following ideal.

I will seek to love God by,

- ...being obedient to His Word
- ...giving cheerfully as God prospers me,
- ...worshiping privately and corporately,
- ...and giving glory to Him in all things.

I will seek to love others in this fellowship by,

- ...supporting them in prayer,
- ...ministering with my God-given abilities,
- ...sharing with those in distress,
- ...and following God's chosen leadership.

I will seek to show the love of Christ in the world by,

- ...sharing the gospel by word and deed,
- ...inviting the unchurched to our fellowship,
- ...and supporting the advancement of the gospel to all nations.

I will further seek to live my life as an example to others by,

- ...meditating on God's word daily,
- ...hiding God's word within my heart,
- ...being just in my dealings, faithful to my word,
- ...slow to take offense and work toward reconciliation,
- ...abstaining from sins such as; drunkenness, sexual impurities, gossip, rage, and selfish ambitions,
- ...and exercising carefully my Christian liberties, so that my behavior serves to edify.

## **ARTICLE 3 – Membership**

### **Section 1 – Qualifications and Process of Membership**

(A) All prospective members who have testified to the elders of a personal relationship with Jesus Christ, been baptized by immersion, affirm these tenets and who offer evidence, by their confession and their conduct, that they are living in accord with the Statement of Faith, Membership Covenant, and this Constitution, and agree to regularly attend and be supportive of this ministry will be approved for membership upon compliance with the following procedures.

#### **(B) The Process**

- (1) Fill out an application for membership and turn into an Elder,
- (2) Meet with two Elders for an interview,
- (3) With a recommendation from the Elders, the Prospective members will have their names posted in the church bulletin for three weeks.
- (4) Upon no objection from the membership, the Elders shall give final approval for membership (Elders will investigate if there is an objection and work to resolve any issues that come up before approving for membership.),
- (5) The right hand of fellowship will be given the following Sunday.

#### **(C) Questions for the Elder Interview**

- (1) When did you become born again?
- (2) How do you know that you are saved?
- (3) Have you been baptized by immersion?
- (4) Is it your intent to support this ministry with your regular attendance, service, and resources?
- (5) Why do you want to join this church?
- (6) Do you agree with our Statement of Faith, Membership Covenant, and this Constitution?
- (7) Are you a member of a secret order?
- (8) Will you endeavor by God's help to carry out the spirit of the covenant of this church?
- (9) Is there any member in our church you cannot honestly fellowship with in brotherly love?

(D) Members will be allowed to have membership in another church of like faith if they live in our area for at least 4 months out of the year.

### **Section 2 – Duties**

On becoming a member of this church, in addition to the membership covenant, each one further covenants to love, honor, and esteem each elder; pray for them; and to recognize their authority in spiritual matters of the church; to love all the members of this church; to support the church in prayer, gifts, and service as the Lord enables; and to seek to live by the teachings of the Word of God.

### **Section 3 – Privileges**

(A) This congregation functions, not as a pure democracy, but as a body under the headship of the Lord Jesus Christ, the Elders, the Church Board, and the Vote of the Membership. Membership in this church does not afford those individuals with any property, contract, or civil rights based on principles of democratic government. Determination of the internal affairs of this church is an ecclesiastical matter and shall be determined exclusively by the church's own rules and procedures.

The Senior Pastor and Elders shall oversee the ministry of this church. The Church Staff and Church Board shall assist them in ministry.

(B) Church members have the right to vote and to petition, as follows

- (1) At any Church Business Meeting, members may vote on actions proposed by the Chairman and Church Board. A vote to approve shall constitute ratification and enactment of the proposed action.
- (2) At any Church Business Meeting, any member may propose an action for the Chairman and Church Board to consider. The moderator, at his discretion, may call for a vote at that meeting to recommend such consideration to the Board, or pass the recommendation on to the Board without a vote.
- (3) Members may propose an action directly, by initiative petition. A petition signed by 20 percent of the membership, but not less than 12 members, clearly stating the proposed action, and published to the membership beforehand, shall be taken up and considered at the next Business Meeting in the same manner as an action proposed by the Board.
- (4) Members may initiate by petition the recall of a pastor or any other church officer. A petition signed by one-third of the membership, clearly stating who is the subject of the recall, and the reason for such recall, and published to the membership before hand, shall be taken up and considered at the next business meeting. The question shall be asked at this meeting whether any attempt was made to resolve the issues, which caused this petition to arise, and/or to reconcile differences. Parties to every side of these issues shall respond to this question. The vote on such a petition shall be by secret ballot, and shall require a two-thirds majority to pass. Upon passage of such a petition, the named person shall be dismissed from his or her office. Concerning a pastor see also Art. 8, Sec. 2

(C) Only members in active standing and who are age 18 or older will be entitled to vote.

#### **Section 4 – Discipline/Restoration**

- (A) The discipline committee shall consist of the pastors and Board of Elders. These men shall have sole authority in determining heretical deviations from the statement of faith and violations of the membership covenant. If a pastor or an elder is the subject of a disciplinary matter, he shall not sit as a member of the discipline committee. He shall be entitled to the same steps as other church members and be subject to the same discipline or restoration procedures.
- (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, an elder, 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 (B) and (C) have been taken, the discipline committee, as the church representatives Biblically responsible for putting down murmuring, shall hear the matter. If the matter is not resolved during the hearing before the discipline committee, the

committee shall recommend to the members of the church that they, after self-examination, make an effort personally to go to the offending member and seek that member's restoration.

- (E) If the matter is still unresolved after the steps outlined in subsections (B), (C), and (D) have been taken. It will be brought before the membership so that they may make an appeal for repentance. If such member refuses to repent and be restored then he or she 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) After a member has been removed from the church for any cause, fellowship shall be gladly restored when they show evidence of a change of heart and desire to lead a Christian life.

## **Section 5 – Inactive and Termination**

- (A) When members fail to attend services for a three-month period, their cases shall be investigated by the elders and on their report, such members may lose their voting power in all business meetings of the church and their names transferred to the non-voting list. They will lose their rights to be church officers and not able to vote. Upon good cause being shown to the elders, this provision for being moved to non-voting may be waived in the case of any individual member.
- (B) If an non-voting member returns on a regular basis for one month, the elders will visit such member and consider reinstatement to full privileges of a membership.
- (C) When members fail to attend services for a six-month period, their cases shall be investigated by the elders and on their report, such members may lose their membership. Upon good cause being shown to the elders, this provision for termination may be waived in the case of any individual member.
- (D) A member may resign at any time, except under the process of discipline/restoration.

## **ARTICLE 4 – Business Meetings**

- (A) The annual business meeting shall be held during the month of May, during which: written reports by ministry heads will be submitted, election of officers (which take office June 1) and all other necessary business will be conducted. The fiscal year will coincide with the calendar year.
- (B) Regular business meetings will be held three times a year (January, May, and September), preceded by a meeting of the church board, during which oral reports will be given by ministry heads, which the board deems necessary, along with regular business. Meetings times will be chosen by the board and communicated with the members at least one week in advance.
- (C) The church may be called together for special business meeting by the Chairman after consulting with the Board providing the meeting times are communicated with the membership at least 4 days ahead. In case of emergency, the elders may waive the usual waiting period for special business meetings provided the active members available are notified.
- (D) Roberts Rules of Order shall govern all business meetings. The Chairman shall preside over the meeting. In his absence, the Vice-Chairman shall preside. However, the assembly at any time may declare the chair vacant and chairman pro tem shall be elected. All business meetings shall be opened with prayer and the reading of the covenant and closed with the reading of the minutes.



- (E) Virtual attendance of business meetings will be allowed when in-person cannot be done, as well as providing that each participant can be visually identified as an active member in good standing. All participants must be able to hear the discussion of those in-person at the time of the meeting and have the ability to communicate simultaneously and their votes recorded. All votes should be made by roll call to ensure every vote is counted accurately. If there is any question as to any of the above the elders of the meeting will have the final say.
- (F) Absentee votes may be accepted on any items of business which have been presented at a previous business meeting, provided the absentee voter is qualified. Absentee votes must be plainly marked "ABSENTEE" and enclosed in an envelope bearing the signature of the voter, this envelope to be used by the church clerk to record absentee voters.
- (G) Twenty percent of the church membership of voting age shall comprise a quorum for any church business to be done.

### **ARTICLE 5 – Fiscal responsibility**

- (A) The Trustees shall have charge of the church finances. Annually they shall assemble a budget for the following fiscal year, seeking advice from those in charge of the various church ministries, and present it to the congregation at the January meeting for their approval. The congregation may propose amendments prior to approval of the budget.
- (B) The Trustees shall have the responsibility to administer the approved budget, and the authority to spend church funds for the purposes and up to the amounts designated therein, without further approval from the congregation. They shall have the authority, when the need arises, to reallocate funds from one portion of the budget to another without further approval from the congregation, so long as the budget's grand total is not exceeded. They shall publish any such change to the membership. The Trustees may, at their discretion, delegate this responsibility and spending authority for chosen portions of the budget dealing with specific ministries to the officers or boards in charge of those ministries. The Board shall specifically document each such delegation in the Appendix, in accord with Art. 14, Sec. 2.
- (C) The Trustees shall see to it that the church's finances are audited annually. The auditing policies and procedures shall be documented in a Church Policies on this subject.
- (D) The Trustees shall have charge of the church property, but shall not alter the same without consent of the majority of the members present at a regular business meeting, and shall not sell, mortgage, or otherwise encumber the property without the consent of two thirds (2/3) vote of the members present at the meeting duly called together for that special purpose. A maximum of \$1,000.00 may be spent with approval of the board, on any one project outside the budget without vote of the church. In the case of an emergency, the Trustees are authorized to deal with the emergency.
- (E) Notwithstanding the foregoing provisions of this article, the Elders shall have charge of the Benevolent Fund as provided in Art. 6(B).

### **ARTICLE 6 – Boards and Committees**

- (A) The Church Board is the governing body of the church. It shall consist of pastors, lay elders, trustees, and a one-year board member. They shall meet monthly. The Board shall choose a Chairman and a Vice-Chairman from their membership. Either the Chairman or the Vice-Chairman shall preside over Board meetings. The Board shall have the power to initiate recommendations to the church body at any regular or special business meeting. The Church Board shall document its duties, and the duties of the other boards and Committees defined in this Article, more specifically in the Appendix, in accord with Art. 14, Sec. 2.
- (B) Lay Elders. There shall be a minimum of three Lay Elders when possible, each serving for a term of three years. They shall help in the administration of the Lord's Supper and such spiritual function as the Word of God assigns. The Elders shall have charge of the Benevolent Fund; this fund and its function shall be described in the Appendix. The current number of Lay Elders, and the specific duties of Elders, shall be documented in the Appendix.
- (C) Deaconesses. There shall be a minimum of three Deaconesses when possible, each serving for a term of three years. They will help whenever the need may arise in the spiritual up building of the church and its members, and assist the pastors and elders in the performance of their duties as needed. The current number of Deaconesses, and the specific duties of Deaconesses, shall be documented in the Appendix.
- (D) Trustees. There shall be a minimum of three Trustees when possible, each serving for a term of three years. They shall have charge of the finances and property of the church, as described in Article 5. The current number of Trustees, and the specific duties of Trustees, shall be documented in the Appendix.
- (E) The Pastoral Search Committee, consisting of the senior pastor, lay elders, deaconesses, and church clerk, shall perform this function when the need arises. They shall have the right and duty to make recommendations to the church body at any regular or special business meeting. They shall elect their own chairman in the absence of a senior pastor
- (F) All permanent committees/boards deemed active by the church board and membership shall function according to policies and procedures defined by documents in the Appendix on this subject.
- (G) Over fifty percent of a board's membership will be required at any board meeting to conduct church business.

## **ARTICLE 7 – Officers**

### **Section 1 – Qualifications**

The Elders will live in accord with I Timothy 3:1-7 and the Deaconesses with I Timothy 3:11 and Titus 2:3-5. Neither shall have been divorced or married to a divorce spouse. All officers shall be peaceful Christians who have a heart for the spiritual welfare of the church, its members, and the community. All officers will subscribe to and believe in the statement of faith and covenant annually. In addition, all candidates must have been members for one year or reactivated for six months before being nominated for any church office.

### **Section 2 - Election and Dismissal**

- (A) Procedure for electing church officers: Nomination ballots shall be offered to all active members during the month of February. Ballots are to be returned to an Elder. Candidates shall be screened by the Elders. When accepted and notified, they will be presented to the church to be voted upon at the May annual meeting and take office June 1. No elected church officer can hold the same office for a term of more than five consecutive years. Candidates for elective office must be a member of the church for a period of one year prior to the annual meeting
- (B) Procedure for filling vacancies. When vacancies occur, nominations shall be made from the floor at a regular business meeting, screened by the Elders, and voted on by secret ballot at the next regular business meeting.
- (C) Any church officer whose conduct is such that it might bring reproach upon the church or who fails to administer their office in a reasonable manner shall be removed from office by the action of the elders. Any Elder who is being considered for dismissal will not be allowed to have a vote in the matter.

### **Section 3 – Other Positions and Duties**

- (A) All church officers shall be accountable to a Senior or Associate Pastor and the church board. The board shall document the duties of the officers defined in this Article more specifically in the Appendix, in accord with Art. 14, Sec. 2. Each ministry coordinator shall give a written report at the annual business meeting in May.
- (B) Chairman. The Church Board shall choose one of their number each year, at the first Board meeting following the church's Annual Business Meeting, to serve as Chairman. He shall preside over the board and membership meeting.
- (C) Vice Chairman. The Church Board shall choose one of their number each year, at the first Board meeting following the church's Annual Business Meeting, to serve as Vice Chairman. He shall serve as an alternate to the Chairman, whenever the Board shall so choose.
- (D) Treasurer. The Treasurer shall be elected for a period of one year and shall keep records of all finances received through the church. The Treasurer shall follow all financial procedures found in the Church Policy. These records shall be audited by the Trustees annually.
- (E) Assistant Treasurer. The Assistant Treasurer will assist the treasurer in his duties and assume full responsibilities in his absence. The Assistant Treasurer shall be elected for a period of one year, and shall follow all financial procedures found in the Church Policy.
- (F) Church Clerk. The church clerk shall be elected for one year and shall keep a record of all business meetings of the church and business meetings of the executive and church boards. Additional specific duties of the clerk shall be documented in the Appendix.
- (G) One Year Board Member. The one year board member shall be elected for one year, not to be re-elected to this office again. He shall serve to learn the duties of an elder and trustee, attend board meetings and shall have voting privileges on the board. (He will not serve as part of the Pastoral Search Committee.)

- (H) One Year Deaconess Member. The 'one year' deaconess member shall be elected for one year, not to be re-elected to this office again. She shall serve to learn the duties of a deaconess. (She will not serve as part of the Pastoral Search Committee.)
- (I) Music Coordinator. The music coordinator will work with the Senior Pastor to organize special music and instrumentalists for the services of the church. The coordinator be elected for a period of one year.

## **ARTICLE 8 – Pastors and Church Staff**

### **Section 1 – Search Committee**

The Pastoral Search Committee shall convene when the need arises to hire a pastor. They shall have the right and duty to make recommendations to the church body at any regular or special business meeting.

### **Section 2 – Call, Evaluations and Dismissal**

- (A) The calling and termination of a pastor shall require a two thirds (2/3) vote of the members voting at a meeting called by the board for such purpose. Upon the call and acceptance of a Pastor, he and his wife will automatically become members of the church.
- (B) Any pastor, when resigning, shall give the church thirty (30) days notice and the church, when terminating a pastor, shall give him thirty (30) days notice, unless a different length of time is agreeable to both parties. He may be removed immediately from office with severance pay, for good cause, and at the discretion of the Elders and Senior Pastor, or of the Lay Elders alone in the case of the dismissal of the Senior Pastor.
- (C) Each member shall have an opportunity to submit a written evaluation of any pastor at the annual business meeting. The results of this evaluation shall be summarized by the board and Senior pastor if applicable, and presented to the pastor within the following week. A report on the results of this presentation will be given to all members present at the next business meeting. Consideration of corrective help to change the matter, if needed, will be given first priority. The chairman will call for a vote by secret ballot to take a vote of confidence or not on the pastor at this time. If a vote is taken, the tally of the votes will be reported.

### **Section 3 - Qualifications**

All pastors will live in accord with I Timothy 3:1-7 and have never been divorced or married to a divorced person. All pastors and staff will subscribe to and believe in the statement of faith and covenant annually.

### **Section 4 - Duties**

- (A) Senior Pastor. The senior pastor by virtue of his office, shall discharge all functions of the ministry, the preaching of the Word, and the advising and guiding of the spiritual lives of the members in their area of responsibility. The senior pastor shall be an ex-officio member of all committees and have supervision over all church staff. He may be Chairman of the church board, Executive board, and Church business meetings. Either he or the Vice-Chairman may preside over such meetings. He shall appoint ministry heads that are not elected by the church membership. He will give a report of

his activities concerning the church at each regular business meeting. Other duties will be found in his job description found in the Appendix.

**(B) Pastoral Staff**

- (1) Associate Pastor. An associate pastor by virtue of his office, shall have full pastoral oversight of his ministry areas, e.g., education, youth, music, etc. He shall work with the senior pastor for the unity of the church. He shall be an ex-officio member of all committees that pertain to his area of ministry or committee work the senior pastor assigns to him. He shall be a non-voting member of the Church Board. He shall give a report of his activities concerning the church at each regular business meeting. Other duties will be found in his job description found in the Appendix.
- (2) Assistant/Apprentice Pastor. An assistant pastor shall work under the direction of the senior pastor in his ministry responsibilities. He shall be an ex-officio member of all committees that pertain to his area of ministry or committee work the senior pastor assigns to him. He shall be a non-voting member of the Church Board. He shall give a report of his activities concerning the church at each regular business meeting. Other duties will be found in his job description found in the Appendix.

**Section 5 – Other Church Staff**

- A.) All staff will be under the direction of the senior pastor. Other duties will be found in their job description found in the Appendix.
- (B.) All persons on the staff of this church whether volunteer or paid employees, and whether or not they are members, shall commit themselves as a condition of their employment to act and to speak according to Christian ethical and moral standards as set forth in this Constitution, especially in our Statement of Faith and Covenant in Article 2, so as not to bring scandal or ridicule upon the church or otherwise adversely affect its Christian witness. Failure to so conduct themselves shall be cause for dismissal. The procedure to be followed in such cases shall be found in the Church Policy on Staff Employment.
- (C.) All policies concerning employment procedures, vacations, etc. will be found in the staff and workers handbooks.

**Section 6 – Ordination Procedure**

- (A) Any member of this church or its mission churches, who gives evidence of a genuine call of God into the work of the ministry and possesses the qualifications stated in scripture may be ordained as a minister of the Gospel.
- (B) Upon a conference and approval of the senior pastor, a council to examine and pass on the qualification of the candidate will be called by the senior pastor. The council will be made up of church members and ordained ministers of like faith.
- (C) Upon the recommendation of the council, the church will hold an ordination service and ordain the candidate.

## **ARTICLE 9 - Indemnification**

The church may, at its discretion and for good cause, choose to indemnify any person threatened by legal action, civil or criminal, by reason of the fact that the person is or was an elder, officer, employee, or agent of the church, against expenses incurred in such action. The Church Board is the body empowered to authorize any indemnification. The regulations for such indemnification are set forth in the Indemnification Policy of this church.

## **ARTICLE 10 – Tax-Exempt Provisions**

### **Section 1 – Private Inurement**

No part of the net earnings of the church shall inure to the benefit of, or be distributable to, its members, trustees, officers, or other private persons, except that the church shall be authorized and empowered to pay reasonable compensation for the services rendered and to make payments and distributions in furtherance of the purposes set forth in Art. 1, Sec. 2 hereof.

### **Section 2 – Political Involvement**

No substantial part of the activities of the church shall be carrying on of propaganda or otherwise attempting to influence legislation. The church shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

### **Section 3 – Division or Dissolution**

In case of division of the church membership, church property shall belong to those members who abide by this constitution. In case of dissolution, the trustees shall, after paying or making provision for payment of all the liabilities of the church, dispose of all the assets of the church to such organization or organizations formed and operated exclusively for religious purposes as shall at the time qualify as an exempt organization or organizations under Section 501(C)(3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law), as the trustees shall determine. Assets may be distributed only to organizations which agree with the church's statement of faith.

### **Section 4 –Nondiscrimination**

The church shall not discriminate against members, applicants, students, and others on the basis of race, color, or national or ethnic origin. This shall apply to all of the church's actions and activities.

### **Section 5 – Limitation of Activities**

Notwithstanding any other provision of these Bylaws, the church shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the purposes stated in Article 1, Section 2.

## **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 as 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 senior pastor and the church board. No fiduciary 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 Art. 1, Sec. 2.

## **ARTICLE 12 – Binding Arbitration**

Believing that civil lawsuits between believers are considered sinful in Scripture, we authorize a procedure for binding arbitration in any matter which cannot otherwise be resolved, in lieu of taking such a matter to a court of law. This procedure shall be found in the Church Policies on Binding Arbitration.

## **ARTICLE 13 – Secret Orders**

This is God's house and we in his service will not allow members of secret orders to attend our church service in their regalia except for rings and pins. This also shall apply to funeral services held in this church.

## **ARTICLE 14 – Documents which Govern the Church**

This church shall be governed by this Constitution, by the Appendix to this Constitution, and by duly-enacted Church Policies.

### **Section 1 – Constitution**

This Constitution shall take effect upon adoption by a two-thirds majority vote of the members present and voting at a duly-called church business meeting in which a quorum is present. It may be amended through the following procedure: all changes must be submitted in writing at a previous business meeting. When acted upon at a duly-called church business meeting in which a quorum is present, the amendment will be adopted if two thirds (2/3) of the qualified votes cast approve it.

### **Section 2 – Appendix to the Constitution**

The Appendix to the Constitution shall contain such specific details of duties, procedures, etc. as are delegated to it in this Constitution. All items and only those items delegated to the Appendix shall be present in the Appendix. The Appendix shall be the sole responsibility of the Church Board, which shall adopt it and may amend it by a two-thirds majority vote of its members.

### **Section 3 – Church Policies**

Church Policies shall be instituted by the church to govern the actions of the church or its members in any area of its life or work where a need arises for rules or procedures. These may include by way of example and not of limitation such things as a Procedure for becoming a church member, a Policy for Church Discipline, Employment Procedures, an Indemnification Policy, and others. Specific Church Policies may be referred to in this Constitution, but they need not be. They may be created by the church in

response to a need which arises. They shall be in furtherance of the purposes set forth in Article 1, Section 2 of this Constitution, and shall not violate any provision of this Constitution. Church Policies shall take effect upon adoption by simple majority vote of the Church Board. They shall be subject to membership review, as follows:

(A) Policies shall be published to the congregation

(B) Any newly-adopted policy shall be brought up for review at the next regularly-scheduled church Business Meeting. During such review, the members have the right to act upon it. They may move and vote by simple majority to remand the Policy to the Board for reconsideration, which will suspend it pending action and re-adoption by the Board, or to amend the Policy, or to repeal the Policy.

(C) If no action is taken during this review, the Policy shall stand as reviewed and accepted.

### **Adoption**

This Constitution was adopted by a two-thirds majority vote of the members present and voting at the duly-called meeting of the church in which a quorum was present.

This Constitution supersedes any previous Constitution and Bylaws of Eastport Baptist Church.