

CONSTITUTION AND BY-LAWS

(AMENDED JULY 2017)

Jackson Memorial Baptist Church
4316 Bruce Road
Chesapeake, VA 23321

PAGE INTENTIONALLY LEFT BLANK

RECORD OF CHANGES

#	C or BL*	Article/Section	Approved	Description of Change
0	C & BL	Starting Document	07/00/1978	Constitution & By-Laws adopted by the church in July,1978
1	BL	Article I, Section 1	6/12/1996	Added item (3) - membership by statement Added statement for vote into membership
2	BL	Article I, Section 3	6/12/1996	Updated member voting age
3	BL	Article I, Section 4	6/12/1996	Updated criteria for terminating membership - item (2) Transfer to another Baptist church
4	BL	Article I, Section 5	6/12/1996	Added Section 5 - Discipline
5	BL	Article II, Section 1	10/16/1996	Updated entire section - Pastor
6	BL	Article II, Section 2	10/16/1996	Updated entire section - Church Staff
7	BL	Article II, Section 3	10/16/1996	Updated entire section - Deacons
8	BL	Article II, Section 3	12/21/2008	Updated process for selecting/electing Pastor Search Committee
9	BL	Article II, Section 4	10/14/1998	Updated entire section - Moderator
10	BL	Article II, Section 4A	10/14/1998	Added entire section - Assistant Moderator
11	BL	Article II, Section 5A	10/14/1998	Updated entire section - Church Clerk
12	BL	Article II, Section 5B	10/14/1998	Updated entire section - Assistant Church Clerk
13	BL	Article II, Section 6A	10/14/1998	Updated entire section - Treasurer
14	BL	Article II, Section 6B	10/14/1998	Updated entire section - Assistant Treasurer
15	BL	Article II, Section 7	10/14/1998	Updated entire section - Financial Secretary
16	BL	Article II, Section 8	10/14/1998	Updated entire section - Trustees
17	BL	Article III, Section 1	6/7/1995	Updated entire section - General (Effective Date 1/1/1996)
18	BL	Article III, Section 1	8/14/1996	Added Transportation Committee (Effective Date 1/1/1997)
19	BL	Article III, Section 2	10/16/1996	Updated entire section - Nominating Committee
20	BL	Article III, Section 3	10/16/1996	Updated entire section - Personnel Committee
21	BL	Article III, Section 4	10/14/1998	Updated entire section - Church Properties Committee
22	BL	Article III, Section 5	10/14/1998	Updated entire section - Stewardship Committee; includes addition of Audit Committee
23	BL	Article III, Section 6	10/14/1998	Changed from "Teller Committee" to "Signature Authority".
24	BL	Article III, Section 7	10/14/1998	Changed from "Audit Committee" to "Transportation Committee"
25	BL	Article III, Section 8	10/14/1998	Removed Section 8 "Bus Ministry"
26	BL	Article VIII, Section 3	6/15/2003	Changed Regular Business meetings to quarterly (vs. monthly) on designated Wednesday or Sunday evening (vs. Wednesday)
27	BL	Artcile I, Section 1	07/19/2015	Admission of Members. Added requirements for membership.

* Denotes Constitution (C) or By-Laws (BL)

#	C or BL*	Article/Section	Approved	Description of Change
28	BL	Article II	07/19/2015	Introductory Statement of Article II. Added requirement for Officers/Staff to abide by C&BL; included reference to Article I, Section 1. Also added requirement that staff neither officiate nor endorse marriage other than between one man and one woman.
29	C	Article V – Church Covenant	10/18/2015	Replaced Church Covenant
30	BL	Article I - Membership	04/23/2017	Updated all sections of Membership
31	C	Article VII – Amendments	07/23/2017	Updated to add “or called” business meeting
32	BL	Article III – Section 5.B.3	07/23/2017	Updated Designated Accounts Administration
33	BL	Article XI - Amendments	07/23/2017	Updated to add “or called” business meeting

* Denotes Constitution (C) or By-Laws (BL)

TABLE OF CONTENTS

RECORD OF CHANGES	iii
TABLE OF CONTENTS.....	v
CONSTITUTION	1
I. NAME.....	1
II. OBJECTIVE	1
III. STATEMENT OF FAITH.....	1
IV. POLITY AND RELATIONSHIPS	1
V. CHURCH COVENANT	2
VI. MEMBERSHIP.....	3
VII. AMENDMENTS	3
VIII. EFFECTIVE DATE.....	4
BY-LAWS	5
ARTICLE I: MEMBERSHIP	5
Section 1. Admission of Members	5
Section 2. Member Responsibilities.....	5
Section 3. Membership Standing	6
Section 4. Termination of Membership	6
Section 5. Discipline	7
ARTICLE II: CHURCH OFFICERS AND CHURCH STAFF	9
Section 1. Pastor.....	9
Section 2. Church Staff	10
Section 3. Deacons.....	11
Section 4. Moderator.....	13
Section 4A. Assistant Moderator	14
Section 5A. Church Clerk.....	14
Section 5B. Assistant Church Clerk	15
Section 6A. Treasurer	15
Section 6B. Assistant Treasurer.....	16
Section 7. Financial Secretary.....	16
Section 8. Trustees	17
ARTICLE III: CHURCH COMMITTEES.....	19
Section 1. General.....	19
Section 2. The Nominating Committee.....	19
Section 3. Personnel Committee	20

Section 4.	Church Properties Committee	20
Section 5.	Stewardship Section	22
Section 6.	Signature Authorization	24
Section 7.	Transportation Committee	24
ARTICLE IV: CHURCH PROGRAM ORGANIZATIONS		25
1.	The Sunday School	25
2.	Church Training	25
3.	The Woman's Missionary Union	25
4.	The Brotherhood	25
5.	The Church Music Program	26
ARTICLE V: CHURCH PROGRAM SERVICES		27
1.	Church Library Services	27
2.	Audiovisual Services	27
3.	Church Recreation	27
4.	Church Ushers	27
ARTICLE VI: CHURCH COUNCIL		29
ARTICLE VII: ORDINANCES		31
Section 1.	Baptism	31
Section 2.	The Lord's Supper	31
ARTICLE VIII: CHURCH MEETINGS		33
Section 1.	Worship Services	33
Section 2.	Special Services	33
Section 3.	Regular Business Meetings	33
Section 4.	Special Business Meetings	33
Section 5.	Quorum	33
Section 6.	Parliamentary Rules	33
ARTICLE IX: CHURCH FINANCES		35
Section 1.	Budget	35
Section 2.	Accounting Procedures	35
ARTICLE X: CHURCH OPERATIONS MANUAL		37
ARTICLE XII: EFFECTIVE DATE		41
APPENDIX I: REPORT OF COMMITTEE ON BAPTIST FAITH AND MESSAGE		43
APPENDIX II: THE BAPTIST FAITH AND MESSAGE		45

CONSTITUTION

PREAMBLE

We declare and establish this constitution for the preservation and security of the principles of our faith, and that this body may be governed in an orderly manner. This constitution will preserve the liberties of each individual church member and the freedom of action of this body in its relationship to other churches.

I. NAME

This body shall be known as the Jackson Memorial Baptist Church.

II. OBJECTIVE

The objective of this church, composed of baptized believers who share a personal commitment to Jesus Christ as Saviour and Lord, is to be through the power of the Holy Spirit a redemptive body in Christ, growing toward Christian maturity through worship, witness, education, and ministry, proclaiming the gospel to the whole world, and applying Christian principles to man and society that God's purposes may be achieved.

III. STATEMENT OF FAITH

The church accepts the Holy Bible as the inspired Word of God and takes it as its authority in matters of faith and practice. Its understanding of Christian truth as contained therein is in essential accord with the belief of other Southern Baptist Churches. The church subscribes to the doctrinal statement of the "Baptist Faith and Message" as adopted by the Southern Baptist Convention in 1963 (see Appendix I).

We band ourselves together as a body of baptized believers in Jesus Christ personally committed to sharing the good news of salvation to lost mankind. The ordinances of the church are Baptism and the Lord's Supper which shall be observed in accordance with New Testament teaching as provided for in the by-laws.

If a majority of the church shall, at any time, depart from the principles embodied in the Declaration of Faith agreed upon by the church, the property of the church shall belong to the minority, however small, who adhere to those principles.

IV. POLITY AND RELATIONSHIPS

The government of this church is vested in the body of believers who compose it. Persons duly received by the members shall constitute the membership. (see Article I of the by-laws)

All internal groups created and empowered by the church shall report to and be accountable only to the church, unless otherwise specified by church action.

This church is subject to the control of no other ecclesiastical body, but it recognizes and sustains the obligations of mutual counsel and cooperation which are common among Baptist churches. Insofar as is practical, this church will cooperate with and support the Portsmouth Baptist Association, the Baptist General Association of Virginia, and the Southern Baptist Convention.

V. CHURCH COVENANT

By the grace of God we have been led by the Holy Spirit to repent of our sins (Luke 15:10) and believe in Jesus Christ as our Lord and Savior (John 3:16). We have confessed our faith (Romans 10:9-10) and have been baptized as believers by immersion (Matthew 28:19). Now therefore, in the presence of God and by His grace, we joyfully and thoughtfully enter into solemn covenant in unity with the members of Jackson Memorial Baptist Church (Philippians 2:1-2). We engage, therefore, by the aid of the Holy Spirit, to walk together in Christian love (Romans 12:5) and humbly commit to:

Magnify God in Worship

We understand that the purpose of worship is to glorify God (1 Chronicles 16:29). We will seek to make worship a lifestyle of giving glory, thanksgiving, and praise to God in all areas of our lives (1 Corinthians 10:31). We will worship God personally throughout the week and will attend corporate worship services regularly (Hebrews 10:25; Colossians 3:16).

Tell Others About Jesus Christ

We will strive by God's grace to live as ambassadors for Christ in the world (2 Corinthians 5:20). We will seek the salvation of our family, friends, neighbors, co-workers, acquaintances and the entire world (Matthew 28:18-20; Acts 1:8) by sharing our testimony of faith in Christ at every opportunity as led by the Holy Spirit.

Explore the Scriptures

We will seek to become more like Jesus in the way we think and act by making God's Word the supreme authority for our lives (Psalm 119:11; Psalm 119:105). We resolve to practice personal and family worship and to train our children in the discipline and instruction of the Lord (Proverbs 22:6; Deuteronomy. 6:6-9). We will study God's Word both privately and corporately and will seek to apply its teachings in our daily lives (2 Timothy 2:15).

Pray Without Ceasing

We will seek to maintain a constant conversation with God over all matters in our lives (1 Thessalonians 5:17). We will pray specifically for the ministries, leaders, and members of the church and for the needs of others, remembering each other in prayer (James 5:16; Philippians 4:6; Ephesians 6:18).

Love Others Unconditionally

We will seek to be as committed to our fellow believers as individually we are committed to Jesus Christ himself. We will work to preserve the unity of the Spirit in the bond of peace (Ephesians 4:3; 1 Corinthians 1:10). We will be just and honest in our dealings and faithful in our responsibilities and commitments (Colossians 3:9-10; Galatians 6:9-10). We will watch over one another in brotherly love (Romans 12:10), be slow to take offense (1 Corinthians 13:4-7; Colossians 3:13) and always eager to seek the reconciliation Christ commands (Matthew 5:23-25), avoid gossip (Ephesians 4:29; Proverbs 16:28; Proverbs 26:20), help one another in sickness and distress (James 1:27; 1 John 3:17-18), and cultivate within ourselves the compassion for others as Christ demonstrated and taught (Luke 10:25-37).

Grow to Become Christ-Like

We will seek to fulfill our calling to lead a holy life (1 Peter 1:15; Philippians 2:14-15) and to be the salt and light for the world in need of salvation (Matthew 5:13-16). We will abide by the standards of sexual purity, sobriety, integrity, and faithfulness as taught in God's Word (1 Corinthians 6:18-20; Ephesians 5:3-5; Ephesians 5:18; Proverbs 23:19-21), denying ungodly desires (Titus 2:11-12).

Entrust Our Personal Resources to God

We acknowledge that everything we have and everything we are able to do comes from God and belongs to Him. Therefore, we will seek to discover and use our gifts and talents for the common good, serving others in His name (1 Corinthians 12:7; 1 Corinthians 14:12). We will cheerfully support our church by giving regularly to the support of the ministry, expenses of the church, relief of the poor, and the spread of the gospel through all nations (Malachi 3:10; 2 Corinthians 9:13; Romans 15:26; 2 Corinthians 9:7; Luke 11:42; Romans 12:13).

Amended 10/18/2015

VI. MEMBERSHIP

Section 1. General

This is a sovereign and democratic Baptist church under the Lordship of Jesus Christ. The membership retains unto itself the right of exclusive self-government in all phases of the spiritual and temporal life of this church.

The membership reserves the exclusive right to determine who shall be members of this church and the conditions of such membership.

Section 2.

The membership of this church shall consist of persons who have made a profession of faith in Christ as Saviour and Lord; who desire to be numbered among His disciples and to affiliate with this church; who have experienced believer's baptism by immersion; and who are in sympathy with the faith and practices of this church.

Section 3.

Membership in this church may be acquired or terminated in accordance with the conditions prescribed in the by-laws.

VII. AMENDMENTS

Changes in this constitution may be made at any regular or called business meeting of the church, provided copies of such proposed amendments shall have been furnished to each member in writing one month prior to the meeting, and copies be furnished to each member present. Amendments to the constitution shall be by three-fourths vote of all members of the church present and voting.

Amended 7/23/2017

VIII.EFFECTIVE DATE

This constitution shall become effective upon approval of the church and shall supersede and nullify any previously approved or adopted constitution, rules or regulations.

Adopted by the church in July, 1978 and noted Amendments/Revisions (2015, [2017](#))

BY-LAWS

ARTICLE I: MEMBERSHIP

Section 1. Admission of Members

Any person that accepts the following may offer him/her-self as a candidate for membership in this church:

- The Statement of Faith in Article III of the Constitution of Jackson Memorial Baptist Church; and
- The Church Covenant in Article V of the Constitution of Jackson Memorial Baptist Church; and
- The Biblical standard of marriage as being between one man and one woman (Genesis 2:22-24; Mark 10:6-9); and
- The Biblical standard that no intimate sexual activity be engaged in outside the marriage of one man and one woman (Genesis 2:24; Mark 10:6-9; 1 Corinthians 7:2); and
- The Biblical standard that life begins at conception and that the unborn child is a living human being made in the image of God (Psalm 139:14-16; Genesis 1:27).

All such candidates shall be presented to the church at regular worship services for membership in any of the following ways:

- (1) By profession of faith and believer's baptism by immersion.
- (2) By promise of letter of recommendation from another Baptist church.
- (3) By statement of prior conversion experience and believer's baptism by immersion where no letter is obtainable.

Candidates affirmed during the prior month(s) in worship services shall have their names presented to the church, by the clerk, during a regular or called business meeting for vote into membership.

Approved 6/12/1996

Amended 7/19/2015

Amended 04/23/2017

Section 2. Member Responsibilities

- (1) Membership in the church is a sacred responsibility and involves full commitment to Jesus Christ and to the purposes of the church. Each member is expected to practice faithful discipleship as taught in the New Testament, and to strive for the realization of the ideals set forth in the Statement of Faith (Constitution Article III) and the Church Covenant (Constitution Article V).
- (2) Members are expected to maintain communication and notify the church office when/if there are changes in the member's information; for example, a change in address, phone number(s), email address, etc.
- (3) Members are also expected to notify JMBC when they affiliate with another church so that church records can remain accurate.
- (4) When offered, new church members are encouraged to participate in either the church's new member orientation class or in the new-Christian training class.

Amended 04/23/2017

Section 3. Membership Standing

- (1) Every member of the church, 12 years of age and older, is encouraged to vote at all elections and on all questions submitted to the church in conference.
Approved 6/12/1996
- (2) Members of the Church who attend any of its services and/or contribute to its support are considered to be *Active*. This status supersedes items (3), (4), and (5).
- (3) Members of the Church who fail to attend any of its services or to contribute to its support for two (2) years, except for ill health, confinement (i.e., Homebound), or other valid reasons (e.g., missionaries, evangelists, military duty, etc.), shall be classified as *Inactive* and their names placed on an inactive membership roll. Inactive members can neither hold elected office nor vote on church matters.
- (4) Members of the Church who move from the commuting area of JMBC and who are therefore unable to fulfill the duties of church membership shall be immediately classified as *Inactive*, and their names placed on an Inactive membership roll. Inactive members can neither hold elected office nor vote on church matters.
- (5) Members of the Church who move and leave no forwarding address such that the church cannot establish contact within six (6) months shall be classified as *Inactive* and their names placed on an inactive membership roll. Inactive members can neither hold elected office nor vote on church matters.
- (6) An Inactive member who requests his/her name be retained on roll shall be classified as *Non-Active*. Non-Active members can neither hold elected office nor vote on church matters.
- (7) An Inactive or a Non-Active member, having attended services and/or contributed to the support of the church over a period of three (3) months, may be restored to Active status per their request.

Amended 04/23/2017

Section 4. Termination of Membership

A review of candidates for removal will be conducted by the Pastor, Ministerial Staff member(s), Deacon Chairman, Church Clerk, and Church Records Secretary prior to anyone being removed from the roll.

The Church Clerk's quarterly report will include names of those removed and for what reason: i.e., death, transfer, affiliation with church of another faith/denomination, resignation, inactivity, or dismissal.

Membership shall be terminated in the following ways:

- (1) Death;
- (2) Transfer to another Baptist church;
- (3) Affiliation with a church of another faith or denomination;
- (4) Resignation;

- (5) Inactivity – any member in an Inactive status for more than one (1) year shall automatically be removed from the roll without notice;
- (6) Dismissal by disciplinary action of this church (see Article 1, Section 5 of the By-Laws).

Approved 6/12/1996
Amended 04/23/2017

Section 5. Discipline

It shall be the basic purpose of the Church to emphasize to its members that every reasonable measure will be taken to assist troubled member(s) and any member who is actively involved in conduct that departs from the membership requirements described in Section 1 above. The pastor, other members of the church staff, and deacons are available for counsel and guidance. Redemption as well as discipline as outlined in Matthew 18:15-17, Galatians 6:1-2, Ephesians 4:30-32 and 1 Corinthians 5:9-13, should be the guideline which governs the attitude of members of the body.

Every reasonable measure will be taken by the pastor and by the deacons to bring about repentance and spiritual reconciliation. A spirit of Christian kindness and forbearance shall pervade all such proceedings.

No person shall be dismissed from the church before an opportunity is given for an explanation on their behalf, and such person(s) shall in all cases have the right to be confronted with the one(s) bringing concerns against them.

The Pastor may enlist an ad hoc committee based on the situation to be reviewed. The Pastor and the ad hoc committee will attempt to meet with the party or parties involved. Should the individual(s) refuse to (1) meet with the Pastor and ad hoc committee, or (2) refuse to repent and thus be restored to fellowship, or (3) refuse to resign from the church, the Pastor and ad hoc committee shall inform the deacon body of the situation. It shall be the responsibility of the deacon body to inform the congregation that the welfare of the church will best be served by the dismissal of the individual(s). The matter will be presented to the church at a special business meeting called for the single purpose of voting on the recommendation for dismissal. A three-fourths vote of members present is required to declare the individual(s) to be no longer in the membership of the church.

When the act of dismissal is pronounced, the clerk shall give written notice of same to the person(s) thus dismissed. The written notice under this section shall be mailed to the last known residence.

Approved 6/12/1996
Amended 04/23/2017

PAGE INTENTIONALLY LEFT BLANK

ARTICLE II: CHURCH OFFICERS AND CHURCH STAFF

Church officers and staff must agree to accept and abide by the Constitution of Jackson Memorial Baptist Church and these By-Laws, including, but not by way of limitation, the doctrinal statements contained in Article I, Section 1 of these By-Laws.

No member of the church staff, nor any officer of the church, shall officiate or endorse any union of any kind, whether identified as a marriage or a civil union, other than between one man and one woman.

The church officers include those named in the following Sections (1-8) of this Article of the By-Laws. The pastor or deacon chairman as they deem necessary may recommend to the church for approval any additional officers.

Amended 7/19/2015

Section 1. Pastor

The pastor is responsible for leading the church to function as a New Testament church. The pastor will lead the congregation, the organizations, and the church staff to perform their tasks.

The pastor is the leader of the pastoral ministries in the church. As such, he will work with the deacons and church staff to:

1. Lead the church in the achievement of its mission.
2. Lead the church to engage in a fellowship of worship, witness, education, ministry, and application.
3. Proclaim the gospel to both believers and unbelievers.
4. Administer the ordinances as commanded in the New Testament.
5. Provide pastoral care to the church's members.
6. Respond to ministry opportunities in the community.

The pastor shall be an ex-officio member of all organizations, committees, and similar bodies of the church. The pastor shall have administrative responsibility over all staff members of the church, and may delegate that responsibility as he deems necessary. He shall preside at meetings of the church, and if so elected, may serve as moderator in all business meetings in keeping with the rules of order authorized in these by-laws. He shall be a duly ordained Southern Baptist minister and preferably a graduate of a Southern Baptist Theological Seminary.

A pastor shall be chosen and called by the church whenever a vacancy occurs. His election shall take place at a meeting called for that purpose, of which at least one week's public notice has been given in the church paper or in a letter of notification.

The deacon body will facilitate the nomination and presentation of nominees for the pastor selection committee to the church for final approval as outlined in Article II Section 3. The committee shall bring to the consideration of the church only one name at a time. An affirmative

vote of three-fourths of those present is necessary for a selection. The pastor, thus elected, shall serve until the relationship is terminated by his request or the church's request.

The pastor may relinquish the office of pastor by giving a two week notice, via Personnel Committee, to the church at the time of the resignation. The church shall vote on such resignation at a called or regular business meeting. Such business meetings will not be held on Sunday mornings.

The dismissal of the pastor shall come to the church in the form of a recommendation from the Personnel Committee at a special called or regular business meeting. Notice of such meeting and its purpose will be given to each member, in writing, two weeks prior to the meeting date. A two-thirds majority of those members present and voting shall be required for dismissal. The voting will be done by written ballot and will be tallied by person(s) appointed by the moderator of the meeting. The termination shall be immediate.

Approved 10/16/1996

Section 2. Church Staff

Church staff members shall be called and employed as the church determines the need for them. A job description shall be written by the Personnel Committee when the need for a full or part-time staff member is determined. The following procedures will be utilized:

Approved 10/16/1996

A. Ministerial Staff

1. Hiring

The Personnel Committee, in cooperation with the Pastor and other related committees, will recommend to the church the hiring of these staff members. The Personnel Committee shall review with the prospective ministerial staff person the Personnel Policy Manual of Jackson Memorial Baptist Church. This manual outlines the policies and procedures under which Jackson Memorial Baptist Church will operate in all matters pertaining to personnel. The manual covers employment procedures, positions, general working policies, benefits and grievance procedures. All ministerial staff personnel must be members of Jackson Memorial Baptist Church.

2. Dismissal

The Personnel Committee, assisted by the Pastor, will be responsible for the dismissal of these staff members. The Personnel Committee may consult with any other persons/committees as needed involving dismissals. The procedure for dismissals shall follow the guidelines established in Section II of the Personnel Policy Manual of Jackson Memorial Baptist Church. The termination shall be immediate.

Approved 10/16/1996

B. Non-Ministerial Staff

1. Hiring

Employment will be the joint responsibility of the Pastor, Personnel Committee, Minister of Education & Administration, and appropriate staff members. The Personnel Committee shall review with the prospective non-ministerial staff person the Personnel Policy Manual of Jackson Memorial Baptist Church. This manual outlines the policies and procedures under which Jackson Memorial Baptist Church will operate in all matters pertaining to personnel. The manual covers employment procedures, positions, general working policies, benefits and grievance procedures.

2. Dismissal

The Minister of Education & Administration, with the concurrence of the Personnel Committee, may dismiss a non-ministerial employee for any reason established in Section II of the Personnel Policy Manual of Jackson Memorial Baptist Church. The termination shall be immediate.

Approved 10/16/1996

C. Resignation/Termination/Dismissal

The Personnel Committee shall refer and adhere to the Personnel Policy Manual of Jackson Memorial Baptist Church in the area of resignation/termination/dismissal.

Approved 10/16/1996

Section 3. Deacons

The church shall elect Deacons by ballot at a regular or specially called business meeting of the Church. The Chairman of the Deacons shall appoint four active Deacons to serve with him on a Deacon Search Committee for a term of one year. The Church office shall provide a list of prospective candidates to the Deacon Search Committee during the first week of July based on the following guidelines.

- a. Male, having celebrated his 21st birthday
- b. Been a resident member for a minimum of 1 year prior to the election date

The committee shall determine from the list provided, the most qualified persons to serve as Deacons and to meet with them to discuss the duties and responsibilities of a Deacon, and to determine their willingness to serve. The Committee shall submit to the church body a list of nominees to be considered for election as Deacons at the November business meeting. Other nominations from the floor will be accepted at this time. The Committee will meet with any individual nominated from the floor prior to the December business meeting to determine their qualifications and willingness to serve. One Deacon should be elected for assigned service for every 10 to fifteen Church families. If possible, the Committee shall nominate at least three times as many nominees to fill required vacancies. Nominees, who are qualified and agree to serve as Deacons, will be voted on at the December business meeting to fill upcoming vacancies in January. Nominees receiving the highest number of votes will be elected.

Deacons shall serve on a rotation basis. Each year the assigned term office of one-third of the number of deacons shall expire, and an election shall be held to fill vacancies and to add to the deacons such numbers as the church size warrants. In case of death, removal or incapacity to serve, the church may elect a deacon to fill the unexpired term. After serving a three year term assignment, a deacon shall be eligible for reelection only after the lapse of at least one year. There shall be no obligation to constitute as an assigned deacon one who has been a deacon in another church; but in such instances as one might be chosen by this church for assignment as a deacon, his previous ordination by another church of like faith and order shall suffice for this church.

Those being nominated as deacons must be mature Christians and meet Scriptural qualifications listed in Acts 6 and 1 Timothy 3. Each deacon is required to contribute at least a tithe of his income to this church.

In accordance with the meaning of the work and the practice in the New Testament, deacons are to be servants of the church. Their task is to serve with the pastor and staff in performing the pastoral ministries such as:

- a. Leading the church in the achievement of its mission.
- b. Proclaiming the gospel to believers and unbelievers.
- c. Caring for the church's members.
- d. Responding to other ministerial needs in the community.

Deacons shall provide proper pulpit supplies in the absence or incapacity of the pastor. They shall assist the pastor with the preparation and observance of the Lord's Supper and Baptism.

The deacons shall elect a sub-committee of active, inactive or emeritus deacons to serve as the Fellowship Fund Committee. This committee will perform acts of benevolence to persons in need. The financial officers of the church will administer the Fellowship Fund and all distributions shall be approved by the Fellowship Fund Committee upon request after thorough investigation.

The deacon body will facilitate the election, by the church, of a Pastor Search Committee (PSC) in the event the office of pastor becomes vacant. The PSC will consist of seven (7) persons and two (2) alternates. There will be a minimum of three (3) men and three (3) women elected to the PSC. The voting for this PSC will be by written ballot.

The process for electing members to the PSC will be as follows:

- The church office will provide a list to the deacons of those members meeting eligibility criterion. (listed below)
- The deacons will contact each name provide (within 2 weeks) to determine their willingness to serve, if elected.
- The deacons shall provide the names to the church office of those willing to serve, if elected.
- The church office will compile a brief biography on each nominee, with their picture, and will make this information available in the church office, the Sunday school classrooms,

as well as post this info on the main bulletin board in the church to aid members in identifying eligible nominees.

- A Called Business Meeting will be held on a Sunday, after a combined morning worship service, to vote on the PSC.
- The deacons shall collect, tally and report to the church the results of the balloting by way of posting the results on the church doors, placing within the newsletter or an announcement in the following Sunday's bulletin.
- The seven (7) persons receiving the most votes will constitute the PSC, the eighth (8) and ninth (9) place vote takers will be the alternates.
- In the event the PSC should be reduced from seven (7) and two (2) alternates for any reason, the next highest vote taking alternate will assume the voting role on the committee. It shall be the discretion of the chair of the PSC at what point this action takes place.
- In the event that both alternates have been activated and the PSC membership drops to 7 persons, the church will reinitiate the election process to restore the original committee size.
- The PSC will remain active until the successful call of a Pastor, at which time the committee will dissolve.

Criteria for serving on the Pastor Search Committee:

- a. Must have been an active member of JMBC for more than 24 months.
- b. Must be at least 18 years of age.
- c. Must have 75% attendance in Sunday school for the previous 12 months.
- d. Must have regular worship attendance as observed and verified by ministerial staff.
- e. Must be willing to serve.
- f. Must be available for some weekend travel for interviewing. (Some overnight travel may be involved).
- g. Only one member of an immediate family may serve on the PSC, (father, mother, children, spouses, brothers and sisters).
- h. Paid personnel of JMBC, their spouses and children will not be eligible for nomination to the PSC.

Approved 12/21/2008

Section 4. Moderator

The moderator shall be elected annually. The moderator may serve three consecutive years. At the end of that time there must be a one year lapse prior to the presentation of his/her name as a possible candidate for the position. The moderator shall preside at all business meetings of the church, except during such business meetings that concern or affect him/her personally to the extent that his/her capabilities to preside impartially may fairly be questioned. In the absence of

the moderator, the assistant moderator shall preside; or in the absence of both, the church clerk shall call the church to order and an interim moderator shall be elected. The pastor may, at this time be considered eligible for nomination as interim moderator in keeping with Article II, Section 1 of these by-laws. In the event the clerk and the assistant clerk are unavailable for business session, the moderator will appoint a person to serve as acting clerk for that business session. The church shall provide the moderator the latest edition of "Roberts Rules of Order" for conducting all business sessions.

The moderator will relinquish his/her position once every six months to the assistant moderator, to conduct a business meeting, in order for the assistant moderator to become more familiar with the duties and responsibilities of the office.

The moderator shall be a member of the Church Council.

Approved 10/14/1998

Section 4A. Assistant Moderator

The Assistant Moderator shall be elected annually. The assistant moderator may serve three consecutive years. At the end of that time there must be a one year lapse prior to the presentation of his/her name as a possible candidate for the position. The assistant moderator shall assist the moderator and perform the duties of the office in the absence of the moderator, except during such business meetings that concern or affect him/her personally to the extent that the assistant moderator's capabilities to preside impartially may fairly be questioned. The assistant moderator will assume the duties of moderator, a minimum of once every six months, and conduct a business meeting in order to become more familiar with the duties and responsibilities of the office of moderator. In the event the clerk and the assistant clerk are unavailable for business session, the assistant moderator will appoint a person to serve as acting clerk for that business session. The church shall provide the assistant moderator the latest edition of "Roberts Rules of Order" for conducting all business sessions.

The assistant moderator shall be an alternate member of the Church Council. He/she will attend meetings when the moderator is unavailable.

Approved 10/14/1998

Section 5A. Church Clerk

The church clerk shall be elected annually. The church clerk may serve three consecutive years. At the end of that time there must be a one year lapse prior to the presentation of his/her name as a possible candidate for the position. The church clerk's duties shall include:

- a. In the event the moderator and the assistant moderator are unavailable for business session, the clerk shall call the meeting to order, entertain nominations of church members present to act as moderator for that particular meeting and call for a vote on the nominations presented.
- b. Record all items of business and reports presented during all business sessions.
- c. Provide a copy of the minutes from the last business meeting to the church office for copying and distributing to the church members attending the next business meeting.
- d. Be responsible for the church membership rolls.

- e. This would include a register of the names of members with dates of admission; dismissal; or death; together with a record of baptism.
- f. Request letters of transfer on behalf of new members from their former Southern Baptist church.
- g. Issue letters of dismissal approved by the church.
- h. Bring the names of persons seeking membership to the church for vote during business meetings as outlined in Article I, Section 1 of these by-laws.
- i. Preserve on file all communications and written official reports, and give legal notice of all meetings where such notice is necessary as indicated in these by-laws.
- j. Prepare an annual letter and table of statistics concerning the work of the church to the Portsmouth Baptist Association, Virginia Baptist Resource Center and the Southern Baptist Convention.

The church office may assist the church clerk as needed and approved by the church administrator.

The church clerk will relinquish his/her position once every six months to the assistant church clerk, to conduct a business meeting, in order for the assistant church clerk to become more familiar with the duties and responsibilities of the office.

All church records are church property and will be kept in the church office.

Approved 10/14/1998

Section 5B. Assistant Church Clerk

The assistant church clerk shall be elected annually and assist the church clerk by performing the duties of the office in the absence of the church clerk. The assistant church clerk may serve three consecutive years. At the end of that time there must be a one year lapse prior to the presentation of his/her name as a possible candidate for the position. The assistant church clerk will assume the duties of church clerk, a minimum of once every six months, and conduct a business meeting in order to become more familiar with the duties and responsibilities of the office of church clerk.

Approved 10/14/1998

Section 6A. Treasurer

The church treasurer shall be elected annually. The treasurer may serve three consecutive years. At the end of that time there must be a one year lapse prior to the presentation of his/her name as a possible candidate for the position. He/she shall coordinate with the church administrator and financial secretary to receive, preserve, and co-sign checks for disbursement, upon receipt of signed, authorized purchase orders and/or requisition forms, all monies, or things of value paid or given to the church. In the absence of the church administrator, the treasurer will consult with the Budget Committee.

- Make deposits to various checking and savings accounts as well as reconciling the monthly bank statements for these accounts.

- All church records are church property and will be kept in the church office.
- The treasurer shall be bonded, with the church paying for the bond.
- The treasurer shall be responsible for maintaining the contents of the church safe deposit box. In addition to the treasurer and the assistant treasurer, the Chairman of Trustees and the Church Administrator shall have access to the safe deposit box on demand. An annual review of the contents of the safe deposit box shall be performed by any two of the aforementioned persons in order to keep the contents current.

The treasurer will relinquish his/her duties once every six months to the assistant treasurer in an effort that they become familiar with the duties and responsibilities of the office of treasurer.

The treasurer shall be a member of the Stewardship Section as well as the Church Council.

Approved 10/14/1998

Section 6B. Assistant Treasurer

The assistant treasurer shall be elected annually and shall assist the treasurer by performing the duties of the office in the absence of the treasurer. The assistant treasurer may serve three consecutive years. At the end of that time there must be a one year lapse prior to the presentation of his/her name as a possible candidate for the position. The assistant treasurer will assume the duties and responsibilities of the treasurer not less than once every six months in an effort to become more familiar with the office. The assistant treasurer will have access to the church safe deposit box as required or needed. The assistant treasurer will be authorized to co-sign checks for disbursement of funds duly authorized by process.

The assistant treasurer shall be an alternate member of the Stewardship Section as well as an alternate member of the Church Council. He/she will attend meetings when the treasurer is unavailable.

Approved 10/14/1998

Section 7. Financial Secretary

The financial secretary shall be employed by the church. As an employee, the Personnel Policy Manual of Jackson Memorial Baptist Church shall be the guideline by which the employee will be governed.

The duties and responsibilities of the financial secretary will include, but are not limited to:

- Make deposits of monies received by the church during the week, in the absence of the treasurer or assistant treasurer.
- Process and file all signed, authorized purchase orders and/or requisition forms for payment.
- Record all receipts and disbursements into appropriate general ledger accounts.
- Keep all General Ledger, Cash Receipts & Cash Disbursement Journals permanently.
- Keep an accurate weekly account of the contributions of each contributor.
- Retain offering envelopes for reference for at least three years.
- Prepare and mail quarterly records of contributions to all contributing members.
- Prepare and mail, to last know address, annual records of contributions to all contributors.

- Prepare reports required by the Stewardship Section and the church and perform other duties as required by the church administrator.
- Except as prescribed by law, he/she shall not divulge the records of giving to any persons or committees without written permission of the person(s) whose record is concerned.

Approved 10/14/1998

Section 8. Trustees

The trustees shall consist of at least three members elected by the church for a term of six years. They shall be eligible for immediate re-election upon completion of their term.

A minimum of two trustee signatures are required for any church approved transaction as follows:

1. The trustees serve as legal representatives in all transactions related to the church. They hold legal title to the church property; and sign all documents related to the purchase, sale, mortgaging or rental of church property after approval by the church in business session. Trustees are responsible to the church body. Every transaction of the trustees shall be recorded in the church minutes. Trustees shall be responsible for affixing their signatures to mortgage loans and insurance documents on all church property. They shall make an annual report to the church at the end of each calendar year.
2. Trustees, on direction by the church in business session, shall affix their signatures to all legal documents involving church property. Instruments signed by trustees should reflect that trustees sign as “trustees for” the church and not as individuals.
3. Trustees will counsel with appropriate church staff, church officers and committees in legal matters related to church properties; for example, Stewardship Section, Treasurer, Properties Committee, and deacons.

Approved 10/14/1998

PAGE INTENTIONALLY LEFT BLANK

ARTICLE III: CHURCH COMMITTEES

Section 1. General

An Ad Hoc Committee consisting of the Pastor, Minister of Education and Chairman of Deacons, shall nominate, in the month of January, 9 persons, including a chair, to serve one year on the Nominating Committee. No person may serve more than three consecutive years on the Nominating Committee. In the event of vacancies in church staff, the Church Council shall appoint needed representatives to fill the remaining positions of the Ad Hoc Committee. The Ad Hoc Committee will nominate additional numbers of persons to the Nominating Committee as the church size warrants.

Other Committees of this church are Personnel Committee, Stewardship Committee, Teller Committee, Audit Committee, Transportation Committee, and such other regular and special committees as the church shall authorize. Additional regular committees may be added by the amendment procedure prescribed within these by-laws. Committee members shall serve on a three-year rotation basis with one third to be elected each year. Committee members shall be elected to take office on January 1 unless otherwise specified within these by-laws.

The chairman of each committee shall be nominated by the Nominating Committee and elected by the church for a one-year term. The chairman of all church committees shall serve on the Church Council, with the exception of the Teller team chairman, Audit chairman, and Transportation Ministry chairman.

This change will put all committees on a calendar year beginning January 1 and ending December 31. The effective date of this change will be January 1 1996

Approved 6/7/1995; Effective 1/1/1996

Additional Revisions: Transportation added and approved 8/14/1996; Effective 1/1/1997

Section 2. The Nominating Committee

The Nominating Committee will be elected by the church each January. They will coordinate the staffing of all church leadership positions filled by volunteer workers, unless otherwise specified herein. The staff ex-officio member of this committee is the Minister if Education and Administration. Their duties are:

1. Select, interview and enlist JMBC members for all:
 - a. Volunteer church officers
 - b. Church committee members and chairs
 - c. Church program organization directors and officers
 - d. Church program service directors

The Nominating Committee may ask for possible candidate for the consideration from each committee/organization to broaden their field of possible candidates for nomination to various positions. The names received by the nominating committee from these committee/organizations are not binding and are for consideration only.

2. Develop and update as necessary job descriptions for all volunteer leadership positions in the church.
3. Screen volunteer workers before approaching them to serve in church elected leadership positions. Inform candidates of the responsibilities of the elected position being filled.
4. Distribute leadership according to priority needs.
5. Serve as a resource from which the program leaders and committee chairperson can get assistance in discovering potential workers.
6. Present volunteer workers as candidates for election by the church.
7. Nominate special committees as assigned by the church.
8. The committee, having been elected in January, is to have all vacancies filled no later than the business meeting prior to the beginning of the appropriate program and/or calendar year.

Approved 10/16/1996

Section 3. Personnel Committee

The Personnel Committee shall consist of nine (9) members. The committee, working in cooperation with the Pastor, Minister of Education and Administration, and other appropriate committees, will assist the church in matters related to ministerial and non-ministerial staff. They will serve in an advisory capacity with the pastor as he supervises the church staff. The duties of the Personnel Committee include:

1. Study and recommend to the church the need for additional staff.
2. Interview and approve non-ministerial personnel.
3. Interview and recommend new ministerial staff (excluding the Pastor) to the church.
4. Develop and recommend benefits and all matters related to financial support for ministerial and non-ministerial staff, i.e., cost of living, merit increases, etc.
5. The committee will be available to all personnel for consultation in order to maintain healthy staff-church relations.
6. Develop and update as necessary the Personnel Policy Manual of Jackson Memorial Baptist Church for all staff members consisting of policies, procedures, job description, etc.
7. Assist in yearly reviews and evaluations of all staff.

Approved 10/16/1996

Section 4. Church Properties Committee

The Properties Committee shall consist of not less than 9 members. The total number of committee members must remain uneven at all times for voting purposes.

The church Properties Committee assists the church in matters related to the properties administration. The specific duties of the committee include:

1. Maintain an inventory of all church property, buildings, furnishings and equipment
 - a. The most recent inventory listing is to be kept at the bank in the church safe deposit box. A copy will be kept in the church office for ready reference, and a copy will be provided to the Trustees.
 - b. Develop a 3 year schedule, to be reviewed annually, for the replacement of property and/or equipment, and advise the Budget Committee of the projected needs. This schedule of items will be presented to the church as a part of the annual church projections.
 - c. Receive, evaluate and coordinate requests for additions/modifications to church structures and properties. Such additions/modifications will include, but are not limited to, furnishings, carpeting, window treatments, shelving, cabinets, painting, etc. Note: All items purchased or given by classes, groups, or individuals will become the property of Jackson Memorial Baptist Church upon receipt.
 - d. Arrange for the disposal of worn/obsolete equipment and for the storage of extra furnishings and supplies.
2. Be charged with the upkeep of all church buildings and equipment.
 - a. Establish a calendar for the upkeep of church property.
 1. Prioritize necessary repairs and/or improvements and authorize same up to budget limits approved for that purpose.
 2. Work through the Budget Committee to present need for special appropriations to the church.
3. Maintain and upkeep of the church grounds.
 - a. Make requests for needed materials and equipment as budgeted.
 - b. Ensure seasonal equipment is stored and cared for properly.
4. The committee shall work closely with church administration in seeing that the church property is not misused. The church property shall not be used for any purpose other than the ministries of the church, except such leave be granted by the church in regular business meeting, upon recommendation of the committee. Groups requesting the use of any church facilities shall state the nature of the use with their request to the properties committee, who in turn will check the church calendar for conflict, and if approved in committee, present the group's request to the church in business meeting for action. The church buildings may be used for functions associated with the Southern Baptist Convention, Virginia Baptist Resource Center, and Portsmouth Baptist Association as long as the interested parties have contacted the church administration in regard to the church calendar.
5. Administer that portion of the budget that relates to their responsibilities. Make recommendations to the Budget Committee as to estimated needs for next year's budget.

Approved 10/14/1998

Section 5. Stewardship Section

I. Organization

The Stewardship Section will consist of all members of the following five sub-committees: A) Stewardship Education, B) Budget, C) Accounting, D) Counting, E) Audit. All members of the Stewardship Section are required to contribute at least a tithe of their income to this church.

II. The Five Sub-Committees

A. The Stewardship Education Committee

A chair and four members will serve on this committee.

The objective of this committee is to develop in the church members an understanding of, and commitment to the Biblical concept of stewardship. This will be done by using our existing channels of the church to introduce Biblical stewardship to church members.

They will work with church leaders and organizations in promoting stewardship emphases throughout the year.

They will administer that position of the budget that relates to their responsibilities, and make recommendations to the Budget Committee as to estimated needs for next year's budget.

B. The Budget Committee

A chair and four members will serve in this section. The Pastor and/or the designated responsible staff personnel will be ex-officio members of this committee. Church staff, directors of the program organizations and service organizations, and the chairman of all budgeted committees may be called upon to present their proposed budget requests during the budget process.

All matters related to the planning and administration of the church budget will be the responsibility of the Budget Committee.

The Budget Committee Chair will represent the Stewardship Section on the Church Council.

The Budget Chair shall be authorized to co-sign checks for disbursement of funds.

1. Budget Preparation

The Budget Committee will plan the annual budget in keeping with the church's priorities, ministries and giving potential. They shall receive from the church staff, and the chairs of all budgeted organizations and committees, recommendations for their part of the budget. The final budget shall be presented to the Church Council, by the Budget chair, for review and concurrence. The final budget shall be presented as a joint recommendation from the Budget Committee and the Church Council for adoption by the church body. A copy of the suggested budget will be mailed to the homes of all church members two weeks prior to a business meeting where the budget is presented for action.

2. Budget Administration

The Budget Committee will monitor the church revenue and expenditures to insure that funds are disbursed according to the budget. It is the responsibility of the budget committee to recommend to the church any revisions in the adopted operating budget during the budget year.

3. Designated Accounts Administration

- a. The Budget Committee will monitor all non-budgeted, designated funds held by the church.
- b. They shall receive and review requests for expenditures of funds received for Building Fund campaigns and for the Capital Fund Accounts as shall be specified in the Operations Manual Financial Policies, and make recommendations to the church for action.
- c. Expenditures shall be approved from other non-budgeted designated funds as shall be in specified the Operations Manual Financial Policies.
- d. The Budget Committee will provide reports to the church at regular business meetings regarding revenues and expenditures for all non-budgeted designated funds.

Amended 7/23/2017

C. The Accounting Committee

The treasurer, chair of the Audit Committee, and the captain of each counting team will serve as members of the Accounting Committee.

The Accounting Committee chair, the Budget chair, the Audit chair and the 3 counting team captains, will insure that sound procedures are instituted and maintained for collecting, safeguarding, and disbursing funds. They shall review these procedures annually to insure they are current, and if changes are warranted, implement necessary changes.

The committee shall see that the counters, Audit Committee, and all others that come in contact with money, follow the procedures approved by the church. The committee shall see that the financial records are audited once a year. When the committee deems necessary, they will recommend to the church that the audit be made by an outside firm.

D. Counting Committee

The counting committee shall consist of at least twelve (12) members with three (3) teams of four (4) counters each. The captain of each counting team shall serve on the Accounting Committee of the Stewardship Section.

The Counting Committee shall have the responsibility to receive contributions. They are responsible to open all church offering envelopes and verify the amount with the amount written on the face of the envelope, to count, record, and deposit all monies receive by the church in accordance with the policies approved by the church. Only one immediate family member may serve on the Counting Committee at a time. Only the 12 active Counting Committee members may count monies for the church.

The financial secretary and the church secretary may, when warranted, collect and count monies, and process receipts in accordance with the procedures approved by the church.

E. Audit Committee

The Audit Committee shall consist of at least four (4) members. It shall audit the church financial books annually no later than March 31, or within thirty (30) days after a change in the treasurer. A report shall be made to the church at the next business meeting. When the church votes to have an audit conducted by an outside firm, the church audit committee will assist as requested.

Approved 10/14/1998

Section 6. Signature Authorization

Jackson Memorial Baptist Church requires that two signatures be affixed to all checks for disbursement of funds for authorized expenditures. The list of persons eligible to sign these checks will be limited to the Treasurer, Assistant Treasurer, Chairman of the Budget Committee, and the Minister of Education and Administration.

Approved 10/14/1998

Section 7. Transportation Committee

The Transportation Committee, in consultation with the Trustees and the Church Administration, will assure that all operators of the vehicles owned by the church are listed on the church's auto insurance policy. They shall insure the scheduled maintenance is performed on all vehicles owned by the church. The committee is responsible for keeping maintenance records of scheduled upkeep to all vehicles owned by the church. They shall recommend to the church policies pertaining to the use/care of church owned vehicles.

They will administer that portion of the budget that relates to their responsibilities and make recommendations to the Budget Committee as to estimated needs for next year's budget.

Approved 10/14/1998

ARTICLE IV: CHURCH PROGRAM ORGANIZATIONS

The church shall reach its objectives and goals through the church program organizations. All organizations related to the church programs shall be under church control, all leaders and workers being elected by the church and reporting regularly to the church. All program activities are subject to church coordination and approval. The church shall provide the resources needed for the appropriate advancement of these programs.

The last Sunday in September of each year shall be known as Promotion Day in all program organizations. The church program year shall begin on October 1st with all groups graded according to the Southern Baptist guidelines applicable to that program organization.

All program organizations shall plan, conduct, and evaluate their work through councils or committees formed as appropriate for their organization and as recommended by Southern Baptist leadership periodicals.

1. **The Sunday School** shall be the basic organization for the Bible teaching program. Its tasks shall be to teach the Biblical revelation, reach persons for Christ and church membership, perform the functions of the church, provide and interpret information regarding the work of the church and denomination.

The Sunday School shall be organized by departments and/or classes, as appropriate for all ages, and shall be conducted under the direction of the Sunday School director elected by the church.

2. **Church Training** shall serve as the basic training organization of the church. Its tasks shall be to provide new church member orientation; train church members to perform the functions of the church; train church leaders; teach systematic theology; Christian ethics, Christian history, and church polity and organization; and provide and interpret information regarding the work of the church and the denomination.

Church Training shall be conducted under the leadership of a director elected by the church.

3. **The Woman's Missionary Union** shall function as a missions organization with five divisions of work: Baptist Women, Baptist Young Women, Acteens (grades 7-12), Girls in Actions (grades 1-6), and Mission Friends (for Preschoolers). A WMU director, elected by the church, shall provide overall leadership.

The tasks of the WMU are to teach missions, engage in mission action and direct evangelism, support missions, and provide and interpret information regarding the work of the church and denomination.

4. **The Brotherhood** shall function as a missions organization with three divisions of work: Baptist Men (18 and older), Pioneer Ambassadors (grades 7-12) and Crusader Royal Ambassador (grades 1-6). Brotherhood shall have a director elected by the church to provide overall leadership.

The tasks of Brotherhood are to teach missions, engage in mission action, support missions through praying and giving, and provide and interpret information regarding the work of the church and denomination.

5. **The Church Music Program** shall be under the direction of the Music Director or Minister of Music. The tasks of the Music Program shall be to teach music; train persons to sing, play, and lead music; provide music in the church and community; and provide and interpret information regarding the work of the church and denomination.

ARTICLE V: CHURCH PROGRAM SERVICES

The Church Program services perform tasks that give primary and direct support to the church programs. All program services shall be under church control, all leaders and workers being elected by the church. They shall report regularly to the church.

1. **Church Library Services:** The Church Library will be the resource center for the church. Its personnel will seek to provide and promote these resources. They will also give consultation to church leaders and members in the use of all materials.
2. **Audiovisual Services:** Audiovisual services shall work in close cooperation with the church library in providing and promoting the use of audiovisual materials. Audiovisual services shall recommend the purchase of audiovisual equipment and shall train a team of assistants in the maintenance and use of equipment.
3. **Church Recreation:** The Church Recreation service will seek to meet the recreational needs of members and groups. Its personnel will provide recreation activities, consultation, leadership assistance, and resources.
4. **Church Ushers:** The Church Ushers shall be elected in the same manner and for the same terms as church committees (Article III, Section I) Their duties are to:
 - a) Greet people before and after worship services.
 - b) Seat people at the proper time during the service.
 - c) Provide information to persons concerning church services, programs and facilities.
 - d) Distribute bulletins at the time of seating.
 - e) Receive offering.
 - f) Be alert to the needs of the congregation and the pastor during the service: temperature, lights, windows, etc.
 - g) Help maintain order

PAGE INTENTIONALLY LEFT BLANK

ARTICLE VI: CHURCH COUNCIL

The Church Council shall serve the church by leading in planning, coordinating, conducting, and evaluating the ministries and programs of the church and its organizations.

The primary duties of the Council shall be to recommend to the congregation church goals and plans for reaching those goals; to review and coordinate program plans and actions recommended by members of the Church Council; to recommend to the congregation the use of leadership, curriculum materials, calendar time, and other resources according to the program priorities; to insure adequate communication between all groups in the church; to evaluate program achievements in terms of the church objective and church goals, and report evaluations to the church.

Members of the Church Council shall be the pastor, other church staff members, moderator, chairman of deacons, treasurer, chairman of trustees, chairmen of church committees, directors of church program organizations, and heads of church program services. The pastor shall serve as chairman.

All matters agreed upon by the Council, calling for action not already authorized, shall be referred to the church for approval or disapproval.

PAGE INTENTIONALLY LEFT BLANK

ARTICLE VII: ORDINANCES

Section 1. Baptism

A person who receives Jesus Christ as Saviour by personal faith; who professes him publicly at any worship service; and who indicates a commitment to follow Christ as Lord, shall be received for baptism.

1. Baptism shall be by immersion in water.
2. Baptism shall be administered by the pastor or whomever the church shall authorize. The deacons and their wives shall assist in the preparation and observance of baptism.
3. Baptism shall be administered as an act of worship during any worship service.
4. A person professing Christ and failing to be baptized after a reasonable length of time shall be counseled by the pastor and /or staff and deacons. If negative interest is ascertained, he shall be deleted from those awaiting baptism.

Section 2. 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 fruit of the vine, commemorate the death of Jesus Christ and anticipate his second coming.

1. The Lord's Supper shall be observed at least quarterly. The pastor and the deacons shall schedule it to meet the needs of the church.
2. The pastor and/or deacons shall be responsible for the administration of the Lord's Supper.
- h) The deacons and their wives shall be responsible for the physical preparation of the Lord's Supper

PAGE INTENTIONALLY LEFT BLANK

ARTICLE VIII: CHURCH MEETINGS

Section 1. Worship Services

The church shall meet regularly each Sunday morning, Sunday evening, and Wednesday evening for the worship of Almighty God. Prayer, praise, preaching, instruction, and evangelism shall be among the ingredients of these services. The pastor will direct the services for all the church members and for all who may choose to attend.

Section 2. Special Services

Revival service and any other church meetings essential to the advancement of the church's objectives shall be placed on the church calendar.

Section 3. Regular Business Meetings

The church shall hold regular business meetings quarterly on a designated Wednesday or Sunday evening.

Approved 6/15/2003

Section 4. Special Business Meetings

When requested by the deacons, Church Council, chairmen of church committees or councils, the pastor or in his absence the chairman of the deacons, shall call a special business meeting to consider the matters of special nature and significance. A one-week's notice must be given for the specially called business meeting unless extreme urgency renders such notice impractical. The notice shall include the subject, the date, and time and place; and it must be given in such a manner that all resident members have opportunity to know of the meeting.

Section 5. Quorum

The quorum consists of those members who attend the business meeting, provided it is a stated meeting or one that has been properly called.

Section 6. Parliamentary Rules

The latest edition of Robert's Rules of Order is the authority for parliamentary rules of procedure for all business meetings of the church.

PAGE INTENTIONALLY LEFT BLANK

ARTICLE IX: CHURCH FINANCES

Section 1. Budget

The Stewardship Committee, in consultation with the Church Council, shall prepare and submit to the church for approval an annual budget, indicating by items the amount needed and sought for all local and other expenses.

A copy of the suggested church budget shall be mailed to the homes of all Sunday School and church members two weeks prior to a regular business meeting in which it will be considered and submitted for approval.

It is understood that membership in this church involves financial obligation to support the church and its causes with regular, proportionate gifts. Plans shall be put into operation by the Stewardship Committee at least once a year for securing a worthy subscription from each member of the church.

Section 2. Accounting Procedures

All funds received for any and all purposes shall pass through the hands of the church treasurer, or financial secretary, and be properly recorded on the books of the church.

A system of accounting that will adequately provide for the handling of all funds shall be the responsibility of the Stewardship Committee.

Offering envelopes will be provided for all Sunday School and church members.

PAGE INTENTIONALLY LEFT BLANK

ARTICLE X: CHURCH OPERATIONS MANUAL

The Church Council or a special committee of the church shall develop a church operations manual to include church policies and procedures and/or organization charts depicting lines of responsibility in the administration of the church. The manual shall be kept in the church office and made available for use there by any member of the church. The church secretary shall maintain the manual. The Church Council or a special committee shall review the manual at least annually, with authority to recommend changes for the church to consider. Any church member or church organization may initiate suggested changes in the manual.

PAGE INTENTIONALLY LEFT BLANK

ARTICLE XI: AMENDMENTS

Changes in the by-laws may be made at any regular or called business meeting of the church provided each amendment shall have been furnished to each member in writing one month prior to the meeting. Amendments to the by-laws shall have a concurrence of a majority of the members present and voting.

Amended 7/23/2017

PAGE INTENTIONALLY LEFT BLANK

ARTICLE XII: EFFECTIVE DATE

These by-laws shall become effective upon approval of the church and shall supersede and nullify any previously approved or adopted by-laws.

Adopted by the church in July, 1978 and noted Amendments/Revisions (1995, 1996, 1998, 2003, 2008, 2015, [2017](#))

PAGE INTENTIONALLY LEFT BLANK

APPENDIX I: REPORT OF COMMITTEE ON BAPTIST FAITH AND MESSAGE

The 1962 session of the Southern Baptist Convention, meeting in San Francisco, California, adopted the following motion.

“Since the report of the Committee of Statement of Baptist Faith and Message was adopted in 1925, there have been various statements from time to time which have been made, but no overall statement which might be helpful at this time as suggested in Section 2 of that report, or introductory statement which might be used as an interpretation of the 1925 Statement.

“We recommend, therefore, that the president of this Convention be requested to call a meeting of the men now serving as presidents of the various state Conventions that would qualify as members of the Southern Baptist Convention committee under Bylaw 18 to present to the Convention in Kansas City some similar statement which shall serve as information to the churches, and which may serve as guidelines to the various agencies of the Southern Baptist Convention. It is understood that any group or individuals may approach this committee to be of service. The expenses of this committee shall be borne by the Convention Operating Budget.

Your committee thus constituted begs leave to present its report as follows:

Throughout its work your committee has been conscious of the contribution made by the statement of “The Baptist Faith And Message” adopted by the Southern Baptist Convention in 1925. It quotes with approval its affirmation that “Christianity is supernatural in its origin and history. We repudiate every theory of religion which denies the supernatural elements in our faith.”

Furthermore, it concurs in the introductory “statement of the historic Baptist conception of the nature and function of confessions of faith in our religious and denominational life.” It is, therefore, quoted in full as part of this report to the Convention.

“(1) That they constitute a consensus of the opinion of some Baptist body, large or small, for the general instruction and guidance of our own people and others concerning those articles of the Christian faith which are most surely held among us. They are not intended to add anything to the simple conditions of salvation revealed in the New Testament, viz., repentance towards God and faith in Jesus Christ as Saviour and Lord.

“(2) That we do not regard them as complete statements of our faith, having any quality of finality or infallibility. As in the past so in the future Baptists should hold themselves free to revise their statements of faith as may seem to them wise and expedient at any time.

“(3) That any group of Baptists, large or small have the inherent right to draw up for themselves and publish to the world a confession of their faith whenever they may think it advisable to do so.

“(4) That the sole authority for faith and practice among Baptists is the scriptures of the Old and New Testaments. Confessions are only guide in interpretation, having no authority over the conscience.

“(5) That they are statements of religious convictions, drawn from the Scriptures, and are not to be used to hamper freedom of thought or investigation in other realms of life.”

The 1925 Statement recommended “the New Hampshire Confession of Faith, revised at certain points, and with some additional articles growing out of certain needs...” Your present committee has adopted the same pattern. It has sought to build upon the structure of the 1925 Statement, keeping in mind the “certain needs” of our generation. At times it has reproduced sections of the Statement without change. In other instances it has substituted words for clarity or added sentences for emphasis. At certain points it has combined articles, with minor changes in wording, to endeavor to relate certain doctrines to each other. In still other – e.g., “God” and “Salvation” – it has sought to bring together certain truths contained throughout the 1925 Statement in order to relate them more clearly and concisely. In no case has it sought to delete from or to add to the basic contents of the 1925 Statement.

Baptists are a people who profess a living faith. This faith is rooted and grounded in Jesus Christ who is “the same yesterday, and to-day, and for ever.” Therefore, the sole authority for faith and practice among Baptists is Jesus Christ whose will is revealed in the Holy Scriptures.

A living faith must experience a growing understanding of truth and must be continually interpreted and related to the needs of each new generation. Throughout their history Baptist bodies, both large and small, have issued statements of faith which comprise a consensus of their beliefs. Such statements have never been regarded as complete, infallible statements of faith, nor as official creeds carrying mandatory authority. Thus this generation of Southern Baptists is in historic succession of intent and purpose as it endeavors to state for its time and theological climate those articles of the Christian faith which are most surely held among us.

Baptists emphasize the soul’s competency before God, freedom in religion, and in the priesthood of the believer. However, this emphasis should not be interpreted to mean that there is an absence of certain definite doctrines that Baptists believe, cherish, and with which they have been and are now closely identified.

It is the purpose of this statement of faith and message to set forth certain teachings which we believe.

Herschel H. Hobbs (chairman)

Luther B. Hall

Howard M. Reaves

Robert Woodward

Ed J. Packwood

Paul Weber, Jr.

C.Z. Holland

R.A. Long

W.B. Timberlake

Nane Starnes

C.V. Koons

C. Hoge Hockensmith

Malcolm B. Knight

Hugh R. Bumpas

Dick H. Hall, Jr.

David G. Anderson

Charles R. Walker

E. Warren Rust

Walter R. Davis

James H. Landes

Garth Pybas

R.P. Downey

V.C. Kruschwitz

APPENDIX II: THE BAPTIST FAITH AND MESSAGE

Adopted by the Southern Baptist Convention
May 9, 1963

I. THE SCRIPTURES

The Holy Bible was written by men divinely inspired and is the record of 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. 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. The criterion by which the Bible is to be interpreted is Jesus Christ.

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

II. 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. To Him we owe the highest love, reverence, and obedience. The eternal 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 the demands and necessities of human nature and identifying Himself completely

with mankind yet without sin. He honored the divine law by His personal obedience, and in His 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, partaking of the nature of God and of man, and 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; 28:1-6, 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; 1 Cor. 1:30; 2:2; 8:6; 15:1-8, 24-28; 2 Cor. 5:19-21; Gal. 4:4-5; Rph. 1:20; 3:11; 4:7-10; Phil. 2:5-11; Col. 1:13-22; 2:9; 1 Thess. 4:14-18; 1 Tim. 2:5-6; 3:16; Titus 2:13-14; Heb. 1:1-3; 4:14-15; 7:14-28; 9:12-15, 24-28; 12:2; 13:8; 1 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. He inspired holy men of old to write the Scriptures. Through illumination He enables men to understand truth. He exalts Christ. He convicts of sin, of righteousness and of judgment. He calls men to the Saviour, 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 assurance of God to bring the believer into the fulness 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, 18-19; 11:13; 12:12; 24:49; 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; 1 Cor. 2:10-14; 3:16; 12:3-11; Gal. 4:6; Eph. 1:13-14; 4:30; 5:18; 1 Thess. 5:19; 1 Tim. 3:16; 4:1; 2 Tim. 1:14; 3:16; Heb. 9:8, 14; 2 Peter 1-21; 1 John 4:13; 5:6-7; Rev. 1:10; 22:17

III. MAN

Man was created by the special act of God, in His own image, and is the crowning work of His 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, and as soon as they are capable of moral action 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 man possesses 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; 1 Cor. 1:21-31; 15:19, 21-22; Eph. 2:1-22; Col. 1:21-22; 3:9-11

IV. SALVATION

Salvation involves the redemption of the whole man, and is offered freely to all who accept Jesus Christ as Lord and Saviour, who by His own blood obtained eternal redemption for the believer. In its broadest sense salvation includes regeneration, sanctification, and glorification.

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 faith are inseparable experiences of grace. Repentance is a genuine turning from sin toward God. Faith is the acceptance of Jesus Christ and commitment of the entire personality to Him as Lord and Saviour. 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 into a relationship of peace and favor with God.

B. 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 perfection through the presence and power of the Holy Spirit dwelling in him. Growth in grace should continue throughout the regenerate person's life.

C. 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; 1 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. 1 Thess. 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; 1 Peter 1:2-23; 1 John 1:6 to 2:11; Rev. 3:20; 21:1 to 22:5.

V. GOD'S PURPOSE OF GRACE

Election is the gracious purpose of God, according to which He regenerates, 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, 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; 1 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; &28-39; 10:12-15; 11:5-7, 26-36; 1 Cor. 1:1-2; 15:24-28;.Eph. 1:4-23; 2:1-10; 3:1-11; Col. 1:12-14; 2 Thess. 2:13-14; 2 Tim. 1:12; 2:10, 19; Heb. 11:39-12:2; 1 Peter 1:2-5, 13; 2:4-10; 1 John 1:7-9; 2:19; 3:2

VI. THE CHURCH

A New Testament church of the Lord Jesus Christ is a local body of baptized believers who are associated by covenant in the faith and fellowship of the gospel, observing the two ordinances of Christ, committed to His teachings, exercising the gifts, rights, and privileges invested in them by His Word, and seeking to extend the gospel to the ends of the earth.

This church is an autonomous body, operating through democratic processes under the Lordship of Jesus Christ. In such a congregation members are equally responsible. Its Scriptural officers are pastors and deacons.

The New Testament speaks also of the church as the body of Christ which includes all of the redeemed of all the ages.

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; 1 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; 1 Tim. 3:1-15; 4:14; 1 Peter 5:1-4; Rev. 2-3; 21:2-3

VII. 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 Saviour, the believer s death to sin, the burial of the old life, and the resurrection to walk in 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; 1 Cor. 10:16, 21; 11:23-29; Col. 2:12

VIII. 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 be employed

in exercises of worship and spiritual devotion, both public and private, and by refraining from worldly amusements, and resting from secular employments, work of necessity and mercy only being excepted.

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

IX. 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; 1 Cor. 15:24-28; Col. 1:13; Heb. 11:10, 16; 12:28; 1 Peter 2:4-10; 4:13; Rev. 1:6, 9; 5:10; 11:15; 21-22

X. 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; 1 Cor. 4:5; 15:24-28, 35-58; 2 Cor. 5:10; Phil. 3:20-21; Col. 1:5; 3:4; 1 Thess. 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.; 1 John 2:28; 3:2; Jude 14; Rev. 1:18; 3:11; 20:1 to 22:13

XI. 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. It is the duty of every child of God to seek constantly to win the lost to Christ by personal effort and by all 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; 1 Thess. 1:8; 2 Tim. 4:5; Heb. 2:1-3; 11:39 to 12:2; 1 Peter 2:4-10; Rev. 22:17

XII. EDUCATION

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 schools 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; 1 Cor. 1:18-31; Eph. 4:11-16; Phil. 4:8; Col. 2:3, 8-9; 1 Tim. 1:3-7; 2 Tim. 2:15; 3:14-17; Heb. 5:12 to 6:3; James 1:5; 3:17

XIII. 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; Dent. 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; 1 Cor. 4:1-2; 6:19-20; 12; 16:1-4; 2 Cor. 8-9; 12:15; Phil. 4:10-19; 1 Peter 1:18-19

XIV. 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; 15:135; 1 Cor. 1:10-17; 3:5-15; 12; 2 Cor. 8-9; Gal. 1:6-10; Eph. 4:1-16; Phil. 1:15-18

XV. THE CHRISTIAN AND THE SOCIAL ORDER

Every Christian is under obligation to seek to make the will of Christ supreme in his own life 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. The Christian should oppose in the spirit of Christ every form of greed, selfishness, and vice. He should work to provide for the orphaned, the needy, the aged, the helpless, and the sick. 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; 22:36-40; 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. 12:4; 1 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; 1 Thess. 3:12; Philemon; James 1:27; 2:8

XVI. 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.

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

XVII. 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; 1 Tim. 2:1-2; James 4:12; 1 Peter 2:12-17; 3:11-17; 4:12-19