

CHARTER

PURPOSE, VISION & VALUES

CONSTITUTION

OF

GAYTON BAPTIST CHURCH
RICHMOND, VIRGINIA

Adopted: March 14, 2007 and amended September 19, 2007
Proposed Amendments: June --, 2009

GAYTON BAPTIST CHURCH CHARTER

Gayton Baptist Church of Henrico County, Virginia is a local New Testament church ⁽¹⁾ under the divine rule of the Lord Jesus Christ, the King of kings, and Lord of lords ⁽²⁾. We are called out ones ⁽³⁾ who, as baptized believers ⁽⁴⁾, voluntarily associate with each other in the faith to worship ⁽⁵⁾ in spirit and truth ⁽⁶⁾; to proclaim the gospel that Christ died for our sins, that He was buried and that He rose again the third day ⁽⁷⁾; to make disciples of all nations ⁽⁸⁾; to teach all that is in accord with sound doctrine ⁽⁹⁾ and to keep the ordinances of the Lord's Supper and baptism ⁽¹⁰⁾; to serve by doing good to all people ⁽¹¹⁾; to devote ourselves to one another in fellowship and love ⁽¹²⁾; doing all these things in a fitting and orderly manner ⁽¹³⁾.

Gayton Baptist Church belongs to the Lord, purchased with His own blood ⁽¹⁴⁾. Therefore we are a chosen people, a royal priesthood, a holy nation ⁽¹⁵⁾. Though made up of many members, with each member uniquely gifted by the Holy Spirit ⁽¹⁶⁾, we are one body ⁽¹⁷⁾. We are an autonomous part of the body of Christ, with Christ as the head of the body, this Church ⁽¹⁸⁾. We are all one in Christ Jesus and by our faith in Him we experience an intimate fellowship with God, and, as His children, we are heirs according to His promise ⁽¹⁹⁾.

Gayton Baptist Church relates to Christ as fruitful branches to the true vine ⁽²⁰⁾. In our fellowship with the Father and the Son, we strive to be prepared to tell everyone who asks the reason for the hope in us ⁽²¹⁾, to carry out the task of defending the truth ⁽²²⁾ and to act as salt and light to our community and world ⁽²³⁾.

Gayton Baptist Church is a divine institution, one part of the Bride of Christ ⁽²⁴⁾. We are part of the Kingdom of God which is our final focus. The life of Gayton Baptist Church rests solely in the hands of the living God, our final authority ⁽²⁵⁾.

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| 1. Matthew 16:15-19 | 13. I Corinthians 14:40 |
| 2. I Timothy 6:15-16 | 14. Acts 20:28 |
| 3. Romans 1:6 | 15. I Peter 2:9 |
| 4. Acts 2:41 | 16. I Corinthians 12:7 |
| 5. Psalm 100; | 17. I Corinthians 12:20 |
| Ephesians 5:19-20 | 18. I Corinthians 12:12 |
| 6. John 4:24 | 19. Galatians 3:26-29 |
| 7. I Corinthians 15:3-4 | 20. John 15:1-8 |
| 8. Matthew 28:19-20 | 21. I Peter 3:15 |
| 9. Titus 2:1 | 22. I Timothy 4:13 |
| 10. I Corinthians 11:23-26 | 23. Matthew 5:13 |
| 11. Galatians 6:10 | 24. II Corinthians 11:2-3 |
| 12. Acts 2:42; I John 3:23 | 25. Colossians 1:18 |

Purpose, Vision and Values

Gayton Baptist Church

OUR PURPOSE

Our *purpose* is to honor God by sharing the love of Jesus Christ in our community and world.

OUR VISION

Our *vision* is to invite people into the fellowship of God's family, develop each person to maturity in Christ and equip them to be the presence of Christ in our community and world.

OUR VALUES

Our *values* are principles we live by and hold deeply to enable us to fulfill our purpose. We value being:

God-Centered - We were created to please God. In everything we want to bring honor and praise to God and bear witness to His Son, Jesus Christ. This means that God is first in everything from our public worship to our commitments as individuals to honor God in all that we do and say.

Bible-Based - The teaching of God's Word permeates the life of Gayton Baptist Church. The Bible is God's Word and must be applied in what we believe and how we behave toward God and others.

Spiritual Growth Enthusiasts - We are a church that captures your heart, challenges your thinking and celebrates your gifts – just like Jesus did with his disciples. We commit to engaging each person and helping them grow to take “next steps” on their spiritual journey.

Outreach Oriented - We share the love of Christ with our community and our world. In faith we believe that God wants to bless us so that we can be a blessing to others. We commit to serving others sacrificially. We are intentional and joyful about empowering, equipping and deploying Christ-followers for ministry impact in our community and world.

**CONSTITUTION
OF
GAYTON BAPTIST CHURCH
Richmond, Virginia**

Preamble

We declare and establish this constitution to preserve and secure the principles of our faith and to govern the body in an orderly manner. This constitution seeks to preserve the liberties of each individual member and the freedom of action of this body in relation to other churches.

Article I - Name

This body shall be known as the Gayton Baptist Church of Richmond, Virginia, located at 13501 North Gayton Road, Richmond, Virginia 23233 (Henrico County), hereinafter (“the church.”).

Article II – Purpose, Vision and Values

The purpose, vision and values of the church are set forth in its Purpose, Vision and Values Statement adopted by the church.

Article III - Statement of Basic Beliefs

The basic beliefs of the church are set forth in its Charter, adopted by the church and incorporated herein by reference.

Article IV - Polity and Relationships

The government of this church is vested in the body of believers who compose it. Persons duly received as members shall constitute its membership. 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 counsel, 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 Richmond Baptist Association, the Baptist General Association of Virginia and the Southern Baptist Convention.

Article V - Membership

Section 1. General

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

and temporal life of this church. The membership reserves the right to determine who shall be members of this church.

Section 2. Reception of Members

Any person may become a candidate for membership in this church. All such candidates shall be presented to the church, at a regular church service, for membership by majority vote of the church, in one of the following ways:

A. By public profession of faith in Jesus Christ as personal Savior and acknowledgment of His Lordship in baptism by immersion.

B. By promise of a letter of recommendation from another Baptist church of like faith and order.

C. By statement of previous experience of salvation through faith in Christ and previous believer's baptism by immersion.

D. By restoration, upon satisfactory evidence of repentance, reformation and explanation to the church.

In the event of any unusual questions concerning receiving any person, the senior pastor will confer with the deacons prior to presenting such person to the church.

Section 3. New Member Orientation

New members of this church are expected to participate in the church's new member orientation.

Section 4. Watchcare

Watchcare may be extended to a person requesting the same and upon majority vote of the church. Individuals under watchcare shall receive pastoral and fellowship privileges, except that such individuals may not vote, hold church office, or serve on task groups.

Section 5. Duties of Members

Members are expected to be faithful in all the duties essential to the Christian life, to regularly attend the services of this church, to provide financial support for the church and its causes, to share in and actively support the church's spiritual undertakings, to vote on all matters submitted to the church for vote, and to unite as soon as practical with another church of like faith and order after moving to another community.

Section 6. Rights of Members

A. Every member of this church is entitled to vote on all matters submitted to the

church for vote, provided the member is present, unless prior provision has been made for absentee balloting on that matter.

B. Every member of this church is eligible for consideration by the membership as a candidate for elective office in the church unless stated otherwise herein.

C. Every member of this church may participate in the ordinances of the church as administered by the church.

Section 7. Termination of Membership

Membership shall be terminated as follows:

A. By death of the member.

B. By voluntary withdrawal or on receipt of written resignation by the member.

C. By transfer to a church of like faith and order.

D. By satisfactory proof of membership in a church of another denomination.

E. By dismissal by the church, upon recommendation by the deacons (i) when a long period of inactivity has elapsed, but only after an exhaustive search for the member; or (ii) upon unbecoming conduct. Dismissal must be approved by two thirds majority vote at a regular or called business meeting.

Section 8. Non-Resident Membership

Any member moving from this community and who does not request a transfer of letter within one year shall be placed on the non-resident membership roll.

Section 9. Discipline and Restoration of Members

A. Should a serious condition exist which would cause a member to become a liability to the general welfare of this church, the senior pastor and the deacons will take every reasonable measure to resolve the problem in accordance with Scripture. If it becomes necessary for the church to take action to exclude a member, a majority vote of the members present is required; and the church may proceed to declare the person to be no longer in the membership of the church. All such proceedings shall be pervaded by a spirit of Christian kindness and forbearance.

B. The church may restore to membership any person previously excluded, upon request of the person excluded, and by majority vote of the church, upon evidence of the excluded person's repentance and reformation.

Article VI - Church Ordinances

Section 1. Baptism

This church shall receive for baptism any person who has received Jesus Christ as Savior by personal faith, who professes Him publicly at any worship service and who indicates a commitment to follow Christ as Lord.

A. Baptism shall be by immersion in water.

B. ~~The senior pastor~~ A member of the pastoral staff, or whomever the church shall authorize, shall administer baptism.

C. Baptism shall be administered as an act of worship during any worship service of the church.

D. A person who professes Christ and is not baptized after a reasonable length of time shall be counseled by the senior pastor, ministerial staff or deacons. If negative interest regarding baptism is ascertained on the part of the candidate, that person shall be deleted from the list of those awaiting immediate baptism and membership but will continue to receive pastoral and fellowship privileges.

Section 2. The Lord's Supper

The church shall observe the Lord's Supper on the first Sunday of each month, unless otherwise scheduled by the church, with additional observances scheduled for such other occasions or events as may be appropriate. The senior pastor, the ~~ministerial-pastoral~~ staff, and the deacons shall administer the Lord's Supper.

Article VII - 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 senior pastor shall direct the services for all the church members and for all others who may choose to attend. The regular services shall not be dispensed with except upon majority vote by the church. The senior pastor may cancel a service due to inclement conditions.

Section 2. Special Services

Revival services 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 a minimum of four business meetings per year, including the annual meeting in January; ~~which shall be moderated by the Servant Leadership Council (SLC) chairperson.~~

Section 4. Special Business Meetings

The church may conduct called business meetings to consider matters of special nature and significance; ~~which shall be moderated by the SLC chairperson.~~

Section 5. Notice of Business Meetings

Notice of all business meetings of the membership is required and shall be given by the clerk as follows:

A. The notice of a regular business meeting shall be by publication in the church bulletin for the two Sundays immediately preceding the date of the meeting. The SLC shall promptly post on the church calendar and the church website notice of all regular business meetings as soon as the dates of such meetings are determined.

B. Notice of a called business meeting shall be by publication in the church bulletin one Sunday immediately preceding the date of the meeting. Such notice shall state by whom the meeting is being called, the purpose of the meeting, as well as the date, time, and place of the meeting. No business other than that stated in the notice may be acted upon at such meeting.

C. In addition to the above notice requirements, notice shall be given by first class mail to the resident membership and is a prerequisite for church action at any regular or called business meeting in the following instances:

- (1) amending the constitution;
- (2) borrowing money;
- (3) purchasing, selling or leasing real estate;
- (4) calling or terminating a senior pastor or ~~ministerial-pastoral~~ staff member.
- (5) considering any transaction involving the expenditure of more than \$5,000.00 and not previously budgeted;
- (6) terminating a deacon, or other officer, from office by vote of dismissal.

Such notices shall be mailed to members at least fourteen (14) days prior to the date of the meeting and shall state by whom the meeting is being called, the purpose of the meeting, as well as the date, time, and place of the meeting.

Section 6. Annual Business Meeting

The annual business meeting of the church shall be held during the month of January. At the annual meeting, the clerk, historian, treasurer, chairperson of trustees, chairperson of

deacons, chairperson of the SLC and senior pastor shall submit a written report to the church of the preceding year's activity for his/her area of responsibility.

Section 7. Church Year and Fiscal Year

For purposes of Article IX ministry operating systems, the church year shall begin on September 1 and end on August 31. The church fiscal year shall be on a calendar year basis.

Section 8. - Quorum

The quorum shall consist of 10% of the resident membership present at the time of the meeting.

Section 9. Parliamentary Rules

Except as otherwise provided in this constitution, *Robert's Rules of Order, Newly Revised* shall be the authority for parliamentary rules of procedure for all business meetings of the church.

Article VIII - Church Officers

Section 1. Officers and Term of Office

A. All officers shall be members of good repute, regular in attendance and supporters of the church program.

B. The Scriptural officers of the church shall be the senior pastor, the pastoral staff, and deacons. Other officers of the church shall include the ministerial staff, the SLC members, moderator, clerk, treasurer, assistant treasurer, historian and trustees. The ~~ministerial-pastoral~~ staff shall be elected as specified below. Deacons, clerk, treasurer, assistant treasurer, historian and trustees shall be elected annually at the November business meeting, by majority vote, as specified below, with terms beginning on January 1. SLC members shall be elected annually at the June business meeting, by majority vote, as specified below, with terms beginning on ~~September~~ July 1.

Section 2. Senior Pastor

A. The senior pastor is responsible for leading the church to function as a New Testament church. The senior pastor shall lead the congregation. The senior pastor shall have direct responsibility for the church staff in the performance of their duties.

B. The senior pastor is the leader of pastoral ministries of the church. As such he works with the pastoral staff, members, deacons, Servant Leadership Council (SLC), and the church ministerial staff to: (1) lead the church in the achievement of its purpose, vision and values, (2) proclaim the gospel to believers and unbelievers, (3) care for the church's members and others in the community, and (4) teach sound Biblical doctrine.

C. The senior pastor shall receive an annual written appraisal conducted in combination by the chairperson of the Deacons, the chairperson of the SLC, and the chairperson of the Human Resource Task Group. The appraisal shall be given in the last quarter of the church year.

Section 3. Call of Senior Pastor

A. A senior pastor shall be chosen and called by the church whenever a vacancy exists. The election shall take place at a special meeting, called for that purpose.

B. In the event of a vacancy in the office of senior pastor, a senior pastor search committee shall be elected by the church to seek a suitable senior pastor, and its recommendation shall constitute a nomination to be considered by the church. The senior pastor search committee shall consist of twelve members nominated by the deacons, with members chosen as follows to represent the respective organization or program: one member from the deacons, one member from the SLC, one member from within each council, and one young member from the youth program. The remaining positions shall represent the church at large but may be filled by persons who are members of one or more of the enumerated organizations or task groups.

C. Any church member has the privilege of making a recommendation to the senior pastor search committee for its consideration. The senior pastor search committee shall bring to the consideration of the church only one name at a time. Election of the senior pastor shall be by secret ballot, with an affirmative vote of at least three quarters of those present necessary for extending a call. A call shall be extended to any senior pastor thus elected. If accepted, the senior pastor shall so serve until the relationship is terminated by his request or by the church's request.

Section 4. Vacancy in Office of Senior Pastor

A. The senior pastor may resign the office of senior pastor by giving at least thirty (30) days notice to the church, unless, at the time of resignation, a shorter period of notice is mutually agreed to by both parties.

B. The church may declare the office of senior pastor to be vacant. Such action shall take place at a special meeting called for that purpose. The meeting may be called upon the recommendation of a combined majority of the deacons and the SLC. The vote to declare the office of senior pastor vacant shall be by secret ballot with an affirmative vote of two-thirds of those present and voting necessary to declare the office vacant. Except in instances of gross misconduct of a senior pastor so excluded from office, the church will compensate the senior pastor with not less than one twelfth of his annual salary. The termination of office shall be immediate and the compensation due shall be rendered in not more than thirty days.

| Section 5. Other ~~Ministerial-Pastoral~~ Staff

| The ~~ministerial-pastoral~~ staff, other than set forth in Section 3, shall be called and employed by the church as the church determines the need for such offices. A job description

shall be prepared when the need for a staff member is determined. Any potential pastoral staff member having expressed evidence of a personal call of God to minister shall be recommended to the church by the SLC and called by church action. A pastoral staff minister may resign upon giving at least two weeks notice to the church. The church may vote to declare such position vacant upon recommendation of the SLC. Such termination shall be immediate and the compensation conditions being the same as for the senior pastor, except the amount shall relate to the individual's compensation.

Section 6. ~~Non~~-Ministerial Staff

~~Non-ministerial~~-Ministerial staff members shall be employed as the church determines the need for their services. The SLC shall have the authority to employ and terminate services of ~~non~~-ministerial staff members. The SLC shall consult with the Human Resource Task Group prior to the employment or termination of a ~~non~~-ministerial staff member.

Section 7. Deacons

A. The deacon body shall serve the congregation, together with the senior pastor. The number of deacons recommended for election shall be determined annually by the Discernment Task Group (DTG).

B. All deacons shall be elected by majority vote of the church, upon recommendation of the Discernment Task Group, ~~except as provided in subsection C~~. Annually, the deacons shall elect a chairperson, vice-chairperson and secretary, and other officers as may be necessary to effectively carry out their duties and shall arrange for regular meetings as are necessary for the discharge of their duties. No member may serve as an active SLC member while serving as a deacon. No ministerial-pastoral staff may serve as a deacon. No member may serve as chairperson for more than three consecutive years.

~~C. For the 2007 elections, the deacons serving in the 2006 calendar year shall recommend names of members to the church to serve as deacons for a term commencing in 2007. Such recommendation shall be made to the church not later than May 1, 2007.~~

~~D.C.~~ D.C. Qualifications of Deacons:

1. Be a member of the church.
2. Support the church's Purpose, Vision, and Values as adopted by the congregation.
3. Have, in accordance with the meaning of the work and the practice in the New Testament, the qualifications specified therein and be servants of the church.
4. Be a regular participant in public worship at the church.
5. Be at least 21 years of age.

E.D. Terms of Service

1. Deacons shall be elected by the church at the November business meeting, ~~except as provided in subsection 3~~. The term of office shall be three years commencing

- January 1 immediately following the election, ~~except as provided in subsection 3.~~
2. A deacon shall continue to serve until the church elects a member to succeed the deacon whose term has concluded.
 - ~~3. For the 2007 elections, the church, no later than May 1, 2007 shall elect deacons from members recommended by deacons serving in 2006, to serve a term commencing immediately upon election. Those deacons elected prior to 2007 shall continue to serve the balance remaining on their respective terms, provided that any deacon who does not wish to serve the balance of his or her term shall notify the chairperson of the deacons so the deacon body serving in 2006 can recommend to the church a member for election to the balance of the remaining term.~~
 - 4.3. Deacons shall serve on a rotation basis. On December 31 of each year the assigned term of office of approximately one third of the number of deacons shall expire.
 - 5.4. Deacons shall be limited to three consecutive years of service (one term) for all terms beginning in 2007. Six months or more of service during an elective year is deemed to be one year of service. Members who have served as deacons for a term may be eligible for election to additional terms after the lapse of one year following the last term served.
 - 6.5. A deacon may be terminated from office by expiration of term, by resignation, or upon vote of dismissal by a two thirds majority vote of the members present and voting, using a secret ballot in a business meeting called specifically for said purpose.
 - 7.6. In the case of death, resignation, removal, or incapacity to serve, the church may elect a deacon to fill the unexpired term. Elections shall be held to fill vacancies and/or to add to the deacon body such numbers as is necessary to properly carry out the duties of the deacons.

F.E. Deacon Body Responsibilities include:

1. Proclaiming the gospel to believers and unbelievers.
2. Caring for and nurturing the church's members and other persons in the community.
3. Observing and administrating the ordinances (Lord's Supper and Baptism).
4. Being servant leaders and available to offer spiritual guidance to individual members.
5. Meeting regularly, as necessary to accomplish its duties.
6. Supplying the pulpit in the event of illness or disability of the senior pastor
7. Coordinating guest/member assimilation with the ministerial staff.
8. Maintaining permanent, typed minutes of meetings.
9. Reviewing itself regularly as to the accomplishment of its responsibilities.
10. Reviewing annually each of its areas of ministry e.g. care, nurture, guest/member outreach, extended care, etc.
11. Recommending to the church any ordinations and acting upon any licensings or commissionings.
12. Supporting and promoting the church's Purpose, Vision and Values.

Section 8. Qualifications of Other Officers

1. Be a member of the church.

2. Support the church's Purpose, Vision and Values as adopted by the congregation.
3. Have the heart of a servant leader, capable of providing Christ-like leadership that seeks to empower every member in the congregation for ministry, leading by example in word and deed.
4. Be a regular participant in the public worship of the church.
5. Be at least 21 years of age.

Section 9. Servant Leadership Council (SLC)

The SLC shall consist of six members and the senior pastor. Up to an additional five members may be added as necessary by majority vote of the church.

A. All members of the SLC shall be elected by majority vote of the church, upon recommendation of the Discernment Task Group, to serve and, where appropriate, provide leadership in one of the ministry councils, ~~except as provided in subsection C at the June business meeting.~~ Annually the SLC shall elect members to serve as chairperson, vice-chairperson, secretary and at-large members. No member shall serve as chairperson of the SLC more than three consecutive years. No member may serve as an active deacon while serving as an SLC member. The senior pastor shall not serve as chairperson of the SLC. The senior pastor shall be the only member of the ministerial staff to serve on the SLC.

~~B. For the 2007 elections, the deacons shall recommend to the church at least six members to serve on the SLC for terms commencing immediately upon election.~~

C.B. Terms of Service

1. SLC members shall be elected by a majority vote of the church at its June business meeting, except as provided for in subsection 2. The term of office shall be three years, commencing ~~September 1, except as provided for in subsection 2 July 1.~~
- ~~2. For the 2007 elections, no later than May 1, 2007, the church shall elect members for the SLC from among those members recommended by the deacons serving in 2006. The terms for the members elected in 2007 shall be as follows: 1) one third of the members for a term to expire on August 31, 2009; 2) one third of the members for a term to expire on August 31, 2010; and 3) one third of the members for a term to expire on August 31, 2011. Those members whose term ends on August 31, 2011 shall first be eligible for re-election to the SLC in June of 2013.~~
- 3.2. SLC members shall serve on a rotation basis. Each year of the assigned term, one third of the number of SLC members term shall expire on ~~August 31, except as provided in subsection 2 June 30.~~
- 4.3. SLC members shall be limited to six (6) consecutive years of service (two terms). Six months or more of service during an elective year is deemed to be one year of service. Members who have served as members of the SLC for two consecutive terms may be eligible for election to additional terms after the lapse of one year following the last term served.

5.4. An SLC member may be terminated from office by expiration of term, by resignation, or upon a vote of dismissal by two thirds majority vote of the members present and voting, using a secret ballot in a business meeting called specifically for said purpose.

D.C. SLC Responsibilities include:

1. Be responsible for the strategic direction of the church
2. Establish strategies and objectives to fulfill the church's Purpose, Vision and Values, and to review progress against objectives, and to ensure that ministry operates consistently with the strategies.
3. Be servant leaders of the church in life, thought, and ministry.
4. Meet monthly, and at other times as necessary to accomplish its duties, maintaining permanent, typed minutes of such meetings.
5. Annually review and establish strategies and objectives to accomplish the church's purpose and to review the charter of ministry councils and teams. As part of this review, it may request objectives from the staff and ministry councils and teams.
6. Regularly review the total ministry of the church to determine that objectives are being accomplished.
7. Establish policies as necessary to guide the church and to take or recommend corrective action, or reverse objectives, where objectives are not being accomplished.
8. Represent the church in certain staff relationships including:
 - i. Annual review of all staff compensation and approval of compensation for new staff for the purpose of budget development and recommendation to the congregation.
 - ii. Approve job descriptions for new pastoral staff and maintain current job descriptions for all staff members.
 - iii. Make recommendation of new staff hires to the congregation for approval.
 - iv. Hire and terminate ministerial staff members.
 - v. Provide accountability for the senior pastor.
9. Annually approve the charter and objectives of ministry teams.
10. Make recommendations on all matters to be brought to the church in business meetings, other than from teams directly responsible to the church; and to call church meetings as necessary.
11. Develop the annual ministry budget of the church. Final budget will be forwarded to the church in the annual meeting for consideration and approval.

Section 10. Duties of Other Officers

A. Moderator – The chairperson of the SLC shall serve as moderator and presiding officer for business meetings. The chairperson may ~~appoint~~ designate the vice-chairperson of the SLC to serve as moderator and presiding officer for business meetings if attendance by the chairperson is not possible, ~~the clerk shall call the church to order and preside for the election of an acting moderator.~~ The senior pastor may also serve as moderator.

B. Clerk - The church shall elect, at its November business meeting, a clerk. The clerk shall be responsible for keeping a suitable record of all official actions of the church, except as otherwise herein provided. The clerk shall be responsible for keeping a register of names of members, with dates of admission, dismissal, or death, together with a record of baptisms. The clerk shall issue letters of dismissal voted by the church, preserve on file all communications and written official reports, and give required notice of all meetings where notice is necessary, as indicated herein. The clerk shall be responsible for preparing the annual letter of the church to the association. The church may delegate some of the clerical responsibilities to a church secretary who will assist the clerk. All church records are church property and shall be maintained in the church office.

C. Treasurer - The church shall elect at its November business meeting a treasurer, and assistant treasurer, as necessary, as its financial officers. It shall be the duty of the treasurer to receive, preserve, and payout, upon receipt of vouchers approved and signed by authorized personnel all money or things of value paid or given to the church, keeping at all times an itemized account of all receipts and disbursements. It shall be the duty of the treasurer to render to the church at each regular business meeting an itemized report of the receipts and disbursements of the preceding month. The treasurer's report and records shall be audited annually by an auditing committee or public accountant. The treasurer and assistant treasurer shall be bonded, with the church paying for the cost of the bond. Upon rendering the annual account at the end of each fiscal year and its acceptance and approval by the church, the records shall be delivered by the treasurer to the church clerk, who shall keep and preserve the accounting as a part of the permanent records of the church.

D. Historian - The church shall elect at its November business meeting an historian. It shall be the duty of the historian to keep important photographic, video, audio, and written documents and programs of the church. The historian shall keep this documentation of the church's history in an orderly fashion. Upon leaving office, the historian shall deliver such records to the church clerk, who shall preserve the same as part of the permanent records of the church.

Section 11. Trustees

The church shall elect at its November business meeting three or more trustees to serve as legal officers of the church and to be certified by the civil court as necessary. They shall hold, in trust, title to the church property and, subject to the direction of the membership, shall take all necessary measures for its insurance and protection and the bonding of all officers or employees of the church required to be bonded. Upon specific vote of the church authorizing each action,

they shall have the power to buy, sell, mortgage, lease, or transfer any church property. When the signatures of trustees are required, they shall sign legal documents involving the sale, mortgage, purchase, or rental of property, or other legal documents related to church approved matters.

The trustees shall elect annually from among themselves a chairperson. Trustees may serve successive terms, if recommended by the Discernment Task Group and duly elected by the church.

Article IX – Ministry Operating System

Section 1. Ministry Councils

The church's ministry operating system shall be divided into five areas of ministry councils, each of which shall be administered and co-led by a Servant Leadership Council (SLC) member and a ministerial staff member. The ministry councils shall work in partnership with the respective staff, volunteer leaders and ministry teams to develop and implement the necessary strategies that support the Purpose, Vision and Values of the church. The ministry councils shall operate collaboratively in and among all of the respective councils and ministries to live out the Purpose, Vision and Values, principles that the church holds deeply. Ministry councils may be added or subtracted by majority vote of the church. The standing five areas of ministry councils are as follows:

A. Discipleship Council – The Discipleship Council, co-led by an SLC member and a ministerial staff member, shall ensure that the church creates an environment that nurtures spiritual formation. The Discipleship Council shall be intentional about providing a framework and integrated approach for developing disciples from newborn to our most senior adult. This council shall ensure that discipleship experiences are integrated through the Sunday School, worship, fellowship, Bible study, evangelism, etc.

B. Membership Council – The Membership Council, co-led by an SLC member, chairperson of deacons, and the senior pastor, shall ensure that the church creates an environment of acceptance, inclusiveness, and integration. This Council shall ensure that the church develops and communicates the value of membership and develops strategies for helping people to integrate into the life and fellowship of the church.

C. Ministry Council – The Ministry Council, co-led by an SLC member and a ministerial staff member, shall provide ministry placement and development for each member of the church. The Ministry Council is responsible for developing and implementing the ministry placement process. The ministry process shall include and is not limited to determining and communicating ministry opportunities, personal and group consultation in matching spiritual gifts and passions to a meaningful place of ministry and ministry team development.

D. Missions/Evangelism Council – The Mission/Evangelism Council, co-led by an SLC member and a ministerial staff member, shall implement the “Great Commission” in an intentional way by identifying, defining and reaching a targeted group or groups of people resulting in effective evangelism. This Council shall develop strategies that reach individual,

local, state, national, and international communities and emphasize missions education.

E. Worship Council – The Worship Council, co-led by an SLC member and a ministerial staff member, shall ensure that the church provides a meaningful worship environment for all who either attend or visit. The Worship Council shall lead the ongoing process of developing and implementing the necessary components of each worship service.

Article X – Task Groups

Section 1. General

The church shall have such program organizations as are necessary to carry out the purpose and function of a New Testament church including, worship, evangelism, missions, Bible teaching, discipleship, fellowship and ministry.

The church shall provide the human physical and financial resources for the ministries of the church .

Section 2. Organization of Task Groups

A. The standing task groups of this church shall include the following: Stewardship Task Group, a Human Resource Task Group, a Facility Task Group, a Discernment Task Group and other such regular and special task groups as the church shall authorize by majority vote. Additional task groups may be established by the church to carry out its Purpose, Vision and Values.

B. Task groups serve the entire church organization and, as such, are not assigned to any individual ministry council.

C. Members shall be elected to task groups by majority vote of the church.

D. General Provisions:

1. Each standing task group shall strive to have a number equal to multiple of three to facilitate the election of one-third new members each year.
2. All members of task groups are to be members of the church.
3. Members of standing task groups, including a designated chairperson, shall be recommended by the Discernment Task Group and elected by majority vote of the church at the June business meeting, with terms beginning ~~September 1~~ July 1, except as provided for in Section E. 4.
4. It shall be the responsibility of the duly elected chairperson of each task group to convene the task group for the consideration of task group business, and the group shall elect its own secretary and vice-chairperson at its first meeting. Each task group shall preserve written minutes of its meetings and annually transmit the same to the church clerk for safekeeping.

5. No person shall serve on a task group for more than three consecutive years and no person shall be chairperson of more than one task group at a time.
6. A task group vacancy arising during the year may be filled by nomination and election at a regular business meeting on recommendation of the Discernment Task Group (DTG).

E. The responsibilities of the standing task groups of the church are as follows:

1. Stewardship Task Group - The stewardship task group shall recommend to the SLC a total stewardship development plan that assures financial accountability. It shall assist the SLC in developing the budget. It shall ensure that the church follows the principles of sound financial management. It shall work with the treasurer in preparing and presenting periodic reports to the SLC. It shall seek to encourage the church to dedicate financial resources to the glory of God and the extension of His kingdom. In carrying out its duties, it is anticipated that the task group may assign responsibilities for budget and financial accountability to a budget sub-group and a finance sub-group.
2. Human Resource Task Group – the Human Resource Task Group shall assist the church in staff related matters. At the request of the SLC and senior pastor, it shall help craft job descriptions; provide guidance on an annual review of salaries, benefits and other compensation; recommend policies; and provide other personnel related services.
3. Facility Task Group – The Facility Task Group shall assist the church in matters of property administration, including procurement, inspection, and maintenance of the physical properties of the church. Its work shall include the allocation of space for the ready use of the church and the recommendation of appropriate policies for use of the church buildings and grounds.
4. Discernment Task Group – The Discernment Task Group (DTG) shall nominate members for elected positions, unless otherwise stipulated herein.
 - (i). The DTG shall consist of the following:
 1. One Deacon as selected by the Deacon Chairperson.
 2. One member from within each area of ministry council. The co-leaders of each council shall nominate one member from their council.
 3. The Senior Pastor – The Senior Pastor shall have a permanent seat on the DTG task group.
 - (ii). Approximately one third of the non-permanent members shall rotate off each year, except as provided for in subsection C. The DTG shall solicit recommendations from the membership and shall recommend to the church, prior to the June business meeting, a slate of candidates to serve as SLC members. The DTG shall also recommend to the church, prior to the June business meeting,

members for task group leaders and task group members.

~~(iii).—For the June 2007 elections, the deacons serving in the 2006 calendar year shall recommend members to the church for election to the DTG task group for the term commencing at election. The deacons shall recommend two members to serve a term ending August 31, 2008; two members to serve a term ending August 31, 2009 and two members to serve a term ending August 31, 2010. The DTG shall specify which members are being recommended for the terms above.~~

~~(iv).—For elections after June 2007, the DTG shall solicit recommendations from the membership and shall recommend to the church, prior to the November business meeting, members to serve as deacons for the church. The DTG shall also recommend to the church, prior to the November business meeting, members for the offices of clerk, treasurer, assistant treasurer, historian and trustees.~~

(iii). The DTG members shall be elected at the November business meeting with terms commencing January 1.

~~(v).~~(iv). Persons considered for nomination and elected office shall be approached first for recruitment. The DTG shall coordinate recruitment closely with all -ministry council co-leaders to avoid duplication. The DTG shall present for election all who accept the invitation to serve.

Article XI - Church Program Services

The church shall maintain media center (library) services and recreation services for the purpose of enriching and extending the ministries and programs of the church.

The media center service shall be the resource center for the church. Its personnel shall seek to provide and promote the use of printed and audiovisual resources. They shall also provide consultation to church leaders and members in the use of printed and audiovisual resources.

The church recreation service shall seek to meet the recreational needs of members and groups. Its personnel shall provide recreation activities, consultation, leadership assistance and resources.

Article XII- Church Finances

Section 1. Budget

The SLC, in consultation with the treasurer and the Stewardship Task Group shall prepare and submit to the church for approval an inclusive budget, indicating by items the amount needed and sought for all expenses. Offering envelopes shall be provided for members' use.

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 Task Group with the approval of the SLC.

Section 3. Special Offerings

The church shall operate on a unified budget. A request for a special offering shall be submitted to the SLC. A special offering may be taken if approved by an affirmative majority vote of the church upon the recommendation of the stewardship committee. The foregoing notwithstanding, Sunday School classes or other church groups may receive from their members an offering for miscellaneous items, and love offerings may be taken for those in need.

The church shall have special offerings in support of associational, state home and international missions as determined by the church and as recommended by the Missions/Evangelism Council.

Article XIII- Church Operations Manual

A. The church shall develop and maintain a church operations and action manual to include a record of church action adopting church policies and procedures, as well as organizational 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 SLC shall review the manual annually to recommend changes, if any, for the church to consider. Any church organization may also initiate suggested changes to the manual.

B. Modification or deletion of church policy requires: (1) the recommendation of the church officer or organization to whose areas of assignment the policy relates, (2) discussion by the SLC and (3) approval by the church.

Article XIV- Adoption and Amendments

A. This constitution shall be considered adopted and in immediate force and effect if and when two-thirds of the members present at the business meeting at which a vote is taken shall vote in favor of the same. This vote shall be taken not less than thirty days after formal presentation of the constitution to the church.

B. Changes in the constitution may be made at any regular or called business meeting of the church, provided the proposed amendment shall have been presented in writing and copies of the proposed amendment shall have been mailed to each resident member in accordance with the notice requirements of Section 5 of Article VII. Amendments to the constitution shall require an affirmative vote of two-thirds of the church members present for adoption and, if adopted, shall become effective on the date of adoption.

Effective date of amended Constitution: March 14, 2007~~-,~~ September 19, 2007
Proposed amendments: June --, 2009

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