

**CONSTITUTION**

**OF THE**

**ELIM BAPTIST CHURCH**

**Beausejour, Manitoba**

Revised October 1993, January 2008  
Amended January 26, 2015

## Vision

**At Elim Baptist Church we want to embody the love of God in our world**

## Mission

The mission of the church is threefold:

To worship God in spirit and in truth (John 4.23)

To share in word and deed the good news about Jesus Christ with our world (Acts 1.8)

To have fellowship with, and to disciple, believers (Matt 28.19, 20)

## Values

We value: **God**, and will seek to love Him with all of our heart, soul, mind, and strength, honouring and glorifying Him with our whole lives, both as individuals and as a body.

We value: **people**, and will seek to love them without distinction even as we love ourselves.

We value: **Holy Scripture**, the letter and the spirit, and will seek to follow its precepts in all we do.

We value: **the Church**, the body of Christ, and will seek its welfare and edification in all we do.

We value: **creation**, in all its glory, and will seek to be good stewards of what God has given us.

## **ARTICLE I – NAME**

This organization shall be known as the Elim Baptist Church of Beausejour, Manitoba, and shall be referred to as “the church” in the following constitution.

## **ARTICLE II – AFFILIATION**

The church shall be kept in fellowship with those Associations, Conventions, and Conferences affiliated with the North American Baptist Conference.

## **ARTICLE III – STATEMENT OF FAITH**

1. We believe the Bible is God’s Word, given by divine inspiration, the record of God’s revelation of Himself to humanity. It is trustworthy, sufficient, without error – our authority and guide for all doctrine and conduct (John 17.17; 2 Timothy 3.16, 17). It is the truth by which God brings people into a saving relationship with Himself and leads them to Christian maturity (John 20.31; 1 John 5.9-12; Matthew 4.4; 1 Peter 2.2).
2. We believe in the one living and true God, perfect in wisdom, sovereignty, holiness, justice, mercy, and love (1 Timothy 1.17; Psalm 86.15; Deuteronomy 32.3, 4). He exists eternally in three coequal persons who act together in creation, providence, and redemption (Genesis 1.26; 1 Peter 1.2; Hebrews 1.1-3).
  - a. The Father reigns with providential care over all life and history in the created universe; He hears and answers prayer (1Chronicles 29.11-13; Matthew 7.11). He initiated salvation by sending His Son, He is Father to those who by faith accept His Son as Lord and Saviour (1 John 4. 9, 10; John 3.16; John 1.12; Acts 16.31), and He is seeking those who will worship Him in spirit and in truth (John 4.23).
  - b. The Son became man, Jesus Christ, conceived of the Holy Spirit and born of the virgin Mary (John 1.14; Matthew 1.18). Being fully God and fully man, He revealed God through His sinless life, miracles, and teaching, and gave us an example by which to live our lives (John 14.9; Hebrews 4.15, Matthew 4.23, 24; Philippians 2.5-8). He provided salvation through His atoning death in our place and by His bodily resurrection, disarming His enemies and triumphing over them by the cross (1 Corinthians 15.3, 4; 2 Corinthians 5.12; Romans 4.13-25; Colossians 2.15). He ascended into heaven where He rules over all creation (Philippians 2.5-11) and intercedes for all believers (Romans 8.34; John 14.23).

- c. The Holy Spirit inspired men to write the scriptures (2 Peter 1.21). He convicts individuals of their sinfulness and of the righteousness of Christ, draws them to the Saviour, and bears witness to their new birth (James 1.18; John 16.7-11; 1 Thessalonians 1.5, 6; Romans 8.16). At regeneration and conversion the believer is baptized in the Holy Spirit, who then indwells, seals, and gives spiritual gifts to all believers for ministry in the church and society (1 Corinthians 12.13; Romans 8.9-11; Ephesians 1.13, 14; Romans 12.5-8; 1 Peter 4.10). He empowers, guides, teaches, fills, sanctifies, and produces fruit of Christ-likeness in all who yield to Him (Acts 4.31; Romans 8.14; 1 Corinthians 2.10-13; Ephesians 5.18; 2 Thessalonians 2.13; Galatians 5.16, 22, 23).
3. We believe God created an order of spiritual beings called angels to serve Him and do His will (Psalm 148.1-5; Colossians 1.16). The holy angels are obedient spirits ministering to the heirs of salvation and glorifying God (Hebrews 1.6, 7, 13, 14). Certain angels, called demons, Satan being their chief, through deliberate choice revolted and fell from their exalted position (Revelation 12.7-9). Although disarmed through the cross of Christ, they still tempt individuals to rebel against God (Colossians 2.15; 1 Timothy 4.1; 1 Peter 5.8). Their destiny in hell has been sealed by Christ's victory over sin and death (Hebrews 2.14; Revelation 20.10).
4. We believe God created men and women in His own image to have fellowship with Himself and to be stewards over His creation (Genesis 1.26-28). As a result, each person is unique, possesses dignity, and is worthy of respect (Psalm 139.13-17). Through the temptation and deception of Satan, Adam and Eve chose to disobey God; this brought sin and death to the human race and suffering to all creation (Genesis 3; 1 Timothy 2.14; Romans 5.12-21; 8.22). Therefore, everyone is born with a sinful nature and needs to be reconciled to God (Romans 3.9-18, 23). Satan tempts people to rebel against God, even those who love Him (Ephesians 4.27; 2 Corinthians 2.11; Matthew 16.23). Nonetheless, all have been given a free will and are personally responsible to God for thoughts, actions, and beliefs, and have the right to approach Him directly through Jesus Christ, the only mediator (Romans 14.12; 1 Timothy 2.5).
5. We believe salvation is redemption by Christ of the whole person from oppression, fear, sin, and death (Luke 4.18; John 10.10; 1 John 4.18; 2 Timothy 1.9; 1 Thessalonians 5.23). It is offered as a free gift by God to all and must be received personally through repentance and faith in Jesus Christ (1 Timothy 2.4; Ephesians 2.8, 9; Acts 20.21). An individual is united to Christ by the regeneration of the Holy Spirit (Galatians 2.20; Colossians 1.27). As a child of God, the believer is acquitted of all guilt and brought into a new relationship of peace with God and with one another (Romans 5.1; Ephesians 2.14). Christians grow spiritually as the Holy Spirit enables them to understand and obey the Word of God (John 14.25; 2 Peter 3.18; Ephesians 4.15; 1 Thessalonians 3.12).

6. We believe the Church is the body of which Christ is the head and all who believe in Him are members (Ephesians 1.22, 23; Romans 12.4, 5). Christians are commanded to be baptized upon their profession of faith and to unite with a local church for mutual encouragement and growth in discipleship through worship, nurture, service, and the proclamation of the Gospel of Jesus Christ to the world (Acts 2.41, 47; Luke 24.45-48; Hebrews 10.24, 25). Each church is a self-governing body under the Lordship of Christ with all members sharing responsibility. The form of government is understood to be congregational (Matthew 18.17; Acts 6.3-6; 15.22, 23).
7. The ordinances of the church are baptism and the Lord's Supper. Baptism is the immersion of a believer in water in the name of God the Father, Son, and Holy Spirit (Matthew 28.18-20). It is an act of obedience symbolizing the believer's identification with the death, burial, and resurrection, of the Saviour Jesus Christ (Romans 6.3-5). The Lord's Supper is the partaking of the bread and cup by believers together as a continuing memorial of the broken body and shed blood of Christ. It is an act of thankful dedication to Him and serves to unite His people until He returns (1 Corinthians 11.23-26).
8. We believe religious liberty, rooted in scripture, is the inalienable right of all individuals to freedom of conscience, with ultimate accountability to God (Genesis 1.27; John 8.32; 2 Corinthians 3.17; Romans 8.21; Acts 5.29). Church and state exist by the will of God. Each has distinctive concerns and responsibilities, free from control by the other. Christians should pray for civil leaders, and obey and support government in matters not contrary to scripture (1 Timothy 2.1-4; Romans 13.1-7; 1 Peter 2.13-16).
9. We believe Christians, individually and collectively, are salt and light in society (Matthew 5.13-16). In a Christ-like spirit, they oppose greed, selfishness, and vice; they promote truth, justice, and peace; they aid the needy and preserve the dignity of people of all races and conditions (Hebrews 13.5; Luke 9.23; Titus 2.12; Philippians 4.8, 9; 1 John 3.16, 17; James 2.1-4).
10. We believe the Bible teaches that marriage refers to the covenant relationship between one man and one woman, as instituted by God in the beginning, to the exclusion of all others (Genesis 1.20b-24). We affirm the family as the basic unit of society and seek to preserve its integrity and stability (Genesis 2:21-25; Ephesians 6:1-4).
11. We believe God, in His own time and in His own way, will bring all things to their appropriate end and establish the new heaven and the new earth (Ephesians 1.9, 10; Revelation 21.1). The certain hope of the Christian is that Jesus Christ will return to earth suddenly, personally, and visibly in accordance with His promise (Titus 2.13; Revelation 1.7; 3.11; John 14.1-3). The dead will be raised, and Christ will judge mankind in righteousness (John 5.28, 29). The unrighteous will be

12. consigned to everlasting punishment prepared for the devil and his angels (Matthew 25.41, 46; Revelation 20.10). The righteous, in their resurrected and glorified bodies, will receive their reward and dwell forever with the Lord (Philippians 3.20, 21; 2 Corinthians 5.10; 1 Thessalonians 4.13-18).

(Adapted from the North American Baptist Conference “Statement of Beliefs”).

#### **ARTICLE IV – GOVERNMENT**

The government of this church is vested in its members. It is subject to the control of no other ecclesiastical body, but it recognizes and sustains the obligations of mutual counsel and cooperation with the North American Baptist Conference (with headquarters at 1 South 210 Summit Avenue, Oakbrook Terrace, Illinois 60181), and with the Manitoba Baptist Association.

#### **ARTICLE V – MEMBERSHIP**

1. Qualifications: anyone may become a candidate for church membership:
  - a. by baptism by immersion upon personal confession of faith in the Lord Jesus Christ, and declaring him or herself in accord with the “Statement of Faith” of this church through personal testimony;
  - b. by letter of transfer from some other church of like faith;
  - c. by statement of Christian experience (having previously been baptized upon confession of faith);
  - d. by restoration.
2. Admission: upon recommendation of the diaconate and by majority vote of the church, candidates qualifying under Article V.1.a-d, may receive the hand of fellowship and become members of the church.
3. Duties: it shall be the duty of members to familiarize themselves with the church “Statement of Faith,” to endeavour with all earnestness to practice the same; to attend habitually the services of this church; to contribute regularly and generously for the support of its general program; to participate in the organized work of the church in time, effort, and prayer.

Change of membership status: change of membership status shall be:

- a. by death;
- b. by letter of transfer: a letter of transfer of church membership is granted only at the request of another church or the member;
- c. by request: when a member requests that his or her name be erased from the church roll, and no charges have been preferred against such member, the deacons shall investigate, and if they are satisfied that the said member cannot be reclaimed, they shall present to the church a recommendation that the name be erased from the membership roll. The church may immediately act upon such recommendation;
- d. by exclusion: church discipline shall be exercised according to the clear teaching of Matthew 18.15-18; 1 Corinthians 5.9-13; 2 Thessalonians 3.14, 15; 1 Timothy 5.19-20; 2 Corinthians 2.5-11. It shall be the duty of the board of deacons to seek to reclaim those members who become subject to exclusion. No member shall be expelled until every effort has been made, including, if physically possible, personal visits to reclaim the member for Christ and the church. Whenever the deacons are satisfied that the member cannot be reclaimed, they shall present to the church a recommendation that the name of the delinquent member be excluded from the membership roll. Upon a vote of the church, the said member shall be notified in writing of this action and shall thereby cease to be a member of this church.

#### 5. Enumeration:

For the purposes of determining North American Baptist Conference assessments, voting, and quorum, numbers shall be based on those members who have been attending and supporting the church in the previous six (6) months. New members, sixteen (16) years of age and over, accepted into membership between Annual General Meetings, will immediately be granted voting privileges at membership meetings.

A quorum of members shall be one-third (1/3) of active membership at all meetings, except in cases of specifically important matters, as determined by the board of deacons, where a quorum of sixty-five percent (65%) of the eligible voters shall be required. In determining a quorum the following should not be included: (Amended January 26, 2015)

- a. students who are away at school;
- b. members who have moved away, but not yet transferred their membership;
- c. members who are disabled physically and thus unable to attend the meeting.

All elections and decisions shall be determined by a fifty percent plus one (50% plus 1) of the quorum, unless otherwise specified. (For calling and releasing a pastor, see VI.6.b,d.) All members of the church, in good and regular standing, shall be eligible to vote at all regular and special business meetings. (Amended January 26, 2015)

#### 6. NON-RESIDENTS:

Members removing to a community where there is a church of like faith may be given a letter of transfer upon request.

### **ARTICLE VI – OFFICERS OF THE CHURCH**

1. The elected officers of this church shall consist of the pastor; moderator\*; deacons\*; trustees\*; a treasurer; a clerk; a head usher; a Sunday school superintendent; two auditors; and other such officers as the church may find necessary from time to time.
2. All officers of the church shall be members in good standing of this church and shall, with the exception of the pastor, be elected at the annual election of officers or when a position becomes vacant. Each board or committee shall, unless otherwise provided in this constitution, elect its own chairman and meet at least quarterly. All officers of the church shall assume office on February 1.
3. Resignation of officers should be in writing to the church, and be effective on the date specified in the resignation.
4. No person shall hold more than one major office at one time (indicated by an asterix: \*).
5. If an officer of the church shall absent him or herself from the regular services without an acceptable cause for a period of three months or more, that person's office shall automatically be declared vacant.
6. Pastoral election guidelines:
  - a. Calling of a pastor: A pulpit committee of five (5) members shall be elected by the church, at least three (3) being from the Church Board.
  - b. Election: the church shall elect the pastor for an indefinite period. Public notice of the proposed choice of pastor shall be given preceding the election; a special quorum shall be required; voting shall be by ballot; eighty percent (80%), of the votes cast shall be required for election.
  - c. Remuneration: The pastor is to receive the salary which is determined, stated, and annually reviewed, by the church members. When he is to represent the church in the capacity of delegate at associations, conventions,



and conferences, his expenses at these meetings shall be paid by the church. His annual vacation shall be taken at a time mutually agreed upon by the pastor and the board of deacons.

- d. Release: The pastor shall give the church a notice in writing not to exceed ninety (90) days and not less than thirty (30) days of his intention to discontinue as pastor. The church may by a sixty five percent (65%) vote at a regularly called meeting declare the pulpit vacant, provided a notice of not less than thirty (30) days from the time this action is taken be given the pastor occupying the pulpit to vacate the same. The pastoral relation may be terminated without any term of notice, by mutual agreement.

## **ARTICLE VII – DUTIES OF CHURCH BOARD**

Church Board: shall consist of the pastor (*ex officio*), moderator, deacons, trustees, clerk, treasurer, Sunday School superintendant, and music committee chairperson. It shall receive recommendations from all church officers and committees, and shall consider and vote upon all major matters of church business or policy and recommend to the church for its action such as it deems worthy. The church board shall seek to properly interrelate all organizations within the church, and have general oversight in all matters not specifically cared for by other officers and committees. The church board shall meet monthly if desirable, or at least once a quarter. A majority of the members of the church board shall constitute a quorum.

1. Pastor:
  - a. the pastor must be in full agreement with the church's "Statement of Faith";
  - b. the pastor shall be a believer in, and a preacher of the Gospel and of the 'whole counsel of God'(Acts 20.27) in accordance with the doctrines of faith set forth in the "Statement of Faith";
  - c. he shall be the spiritual leader of the church;
  - d. he must preach and teach the Word of God without fear or favour (2 Timothy 4.2);
  - e. he must be willing to counsel, encourage, and admonish members and non-members (2 Timothy 4.2-4);
  - f. he must administer the church ordinances of communion and water baptism;
  - g. he is to equip God's people for works of service (Ephesians 4.12);

- h. he must strive to build up young converts and be involved in the salvation of souls through preaching, visitation, and personal witnessing (2 Timothy 4.2-5);
- i. he must be available if members from the congregation are aware of specific needs in the community unknown to the pastor.
- j. with the assistance of the deacons, he must interview candidates for membership whether by baptism, letter of transfer, testimony, or restoration;
- k. he shall be an *ex officio* member of all church boards and committees;
- l. at local associations, conventions, and conferences, he is to represent the church in the capacity of delegate. He shall co-operate with the Manitoba Association and the North American Baptist Conference.

## 2. Deacons:

- a. Deacons shall be men of high spiritual standards and shall be men of character consistent with Acts 6: 1-6; and 2 Timothy 3: 8-13. The diaconate will consist of the deacons and the pastor.
- b. Election and Term of Office: the desired number of deacons shall be a minimum of three (3). Their usual term of office is three years, with no more than two (2) members beginning their term in the same year unless there are premature terminations.
- c. Responsibilities: the diaconate shall be responsible for the spiritual aspects of the church. They shall be the spiritual overseers for all spiritual matters in the church.
- d. The diaconate shall make an honest effort to meet for prayer and spiritual consultation once a month.
- e. Areas of oversight for each deacon shall be agreed upon by the diaconate by which they stay in touch with every department of the church.
- f. The diaconate shall be open to suggestions and recommendations by members concerning spiritual and other needs unknown to them.
- g. The diaconate shall participate in visitation for discipling of one or more of the following: members, adherents, visitors, the sick, the distressed, the elderly, new Christians and non-Christians. The diaconate shall maintain contact with all members.

- h. The diaconate will be responsible to contact all members who have been absent from the church for over six months to determine their membership status.
  - i. The deacons shall assist the pastor in preparing and serving the Lord's Supper.
  - j. The deacons shall greet members, adherents and visitors at the services and invite them to their homes to develop deeper friendships.
  - k. The diaconate shall participate in the Bible Study, Sunday School and Prayer Program of the church.
  - l. The diaconate shall be responsible for the pulpit ministry and whoever is invited to minister as guest speaker.
  - m. The deacons shall submit a report of their activities to the membership of the church at the annual meeting.
  - n. The diaconate shall elect a chairman and secretary to preside at diaconal meetings and keep records.
  - o. A deacon may be removed from office for failure to attend, without reasonable cause, regular meetings of the diaconate or for conduct impairing his efficiency.
  - p. Additional duties shall be assigned as needs arise.
3. Board of Trustees: The number of trustees shall be determined by the church. Their usual term of office is three (3) years with no more than two (2) members beginning their term in the same year, unless there are premature terminations. One third (1/3) of the number, or as near to one third as possible are to be elected at each annual meeting of the church. The trustees shall elect from their number a chairman and secretary. The former shall preside at their meeting and have general oversight of their work. The latter shall keep a faithful record of any important decisions, works, acts, or transactions performed by the body.

The trustee board shall meet as often as deemed necessary. The trustees shall make a full report of their activities to the church at each annual meeting or as requested by the church. The full number of trustees shall constitute a quorum. The trustees shall control the spiritual and moral use of the church and pass inspection for use of the building property by other groups with joint consultation with the diaconate. It shall be the duty of the trustees to arrange for the care of the property of the church, to hold, repair, invest, and preserve the same, to superintend any improvements that are not entrusted to a special committee, and to perform such business concerns of the church as shall from time to time be

assigned to them by the church. The trustees shall not have authority to sell, lease, give away, or dispose of church property in any manner or to purchase any material or incur expenses to exceed the amount proposed in the annual church budget. In an emergency, approval for the above can be granted by the diaconate; otherwise, the matter needs to be brought before the church membership.

4. Moderator: The moderator shall preside at all business meetings of the church and of the church board. In the absence of the moderator, the chairman of the deacon board shall chair all business meetings or board meetings. If for any reason the moderator is unable to fulfill the term of office, the chairman of the deacon board will serve until the board fills the vacancy. Term of office: three (3) years.
5. Church Clerk: The church clerk shall keep accurate minutes of the business proceedings of the church, including the reception and dismissal of members; keep a complete roll of the members of the church and their addresses; issue letters of dismissal and certificates of Christian standing, as authorized by the church; conduct all official correspondence; preserve and properly file all letters, reports, and other documents pertaining to his or her office; assist in preparing the denominational reports, and any others that may be required. The clerk shall be the secretary of the church board and shall deliver immediately to his or her successor all books, files, records, and other documents in his or her possession. The clerk shall enter upon the records current events in the life of the church that are likely to be of historical value (e.g. baptism, funerals, weddings and baby dedications), thus making the church records a continuous story of the history of the church, with the exception of marriages. Term of office: three (3) years.
6. Treasurer: The treasurer shall be the custodian of all monies received by the church and administered through a chartered bank. He/she shall apply the church money as directed by the approved church budget by the decision of the church, and by the church board. He/she shall keep a true record of all accounts and make a full report to the church each annual meeting, and otherwise as directed by the church. The treasurer's accounts shall be audited prior to the annual meeting, or more often if requested by the church. He/she shall deliver immediately to his/her successor all books and records pertaining to his/her office, after they have been audited. He/she shall count the offering from all services. Term of Office: three (3) years.
7. Christian Education Chairperson: Position title wording changed from Sunday School Superintendent to Christian Education Chairperson: Shall be in charge of the administration and development of Christian Education opportunities, including Sunday School, Youth Work, and small groups and shall work in close cooperation with the pastor. He/She is the chairman of a committee consisting of Sunday School teachers, youth workers and small group leaders. He/She shall call and conduct meetings with committee members as necessary for the administration of Sunday School, Youth and Small Groups and shall report to the Church Board. In the event that this position is not filled, a member, involved in these activities, shall

be asked to attend and report at church board meetings. Term of Office: two (2) years. (Amended January 21, 2013)

8. Music Chairperson: Shall be a member responsible for the ministry of music for all public services and shall assist in the music in every area of church life. The chairperson shall recruit others and/or form a committee to assist as needed. Term of office: three (3) years. (Amended January 23, 2012)

### **VIII – DUTIES OF OTHER CHURCH OFFICERS AND COMMITTEES**

1. Head Usher: The head usher shall direct his or her ushers, and shall supervise the seating (taking the worshippers' preference into consideration), the ventilation, the lighting, the physical comfort of the congregation, the distribution of hymn books, and the receiving of the offerings. The head usher should instruct all ushers to be on the alert for any emergency or irregularity in a service and be prepared to assist immediately. The Usher Team shall aspire to support and assist in all ministry to visitors. Term of office: two (2) years.
2. Mission's Representative: The mission's representative shall promote the ministry and work of those missionaries whose work is financially supported by the church. Term of office: two (2) years.
3. Conference Representative: The church conference representative shall represent the church at all Manitoba Baptist Association meetings, and shall promote the ministry and work of both the Manitoba Baptist Association and the North American Baptist Conference upon request of the church. Term of office: two (2) years.
4. Camp Representative: The camp representative shall represent the church at all meetings of Lake Nutimik Baptist Camp Society and Board and shall promote the ministry and work of this camp before the church. Term of office: two (2) years.
5. Women's Ministries (WM) President: The president is elected yearly by the members of the WM and shall preside over all WM meetings.
6. Church Hostess: The church hostess is responsible to secure lodging and provide a meal schedule where appropriate, for guests who minister at any church activity. The WM Social Convener is the church hostess. She is appointed by, and serves at the pleasure of, the WM members.
7. Youth Sponsor: As needed the church board may appoint a sponsor or sponsors to assist in overseeing our youth programming activities.
8. Auditing Committee: The auditing committee shall consist of two (2) church members to be elected at the annual meeting for a one (1) year term. This

committee shall audit the records of the treasury of the church and any auxiliary organizations annually, or by vote of the church at any time, and report its findings to the church at the next business meeting.

9. Nominating Committee: The nominating committee shall consist of one (1) deacon, and two (2) church members elected at the annual meeting. This committee shall give out nomination forms (see appendix) to suitable candidates two (2) months prior to the annual meeting. They shall also make nomination forms available to members of the congregation wishing to submit a name of a potential candidate for election to an office. The completed nomination form shall be returned to the nominating committee three (3) weeks prior to the annual meeting. The nominating committee shall post the slate of nominees in the bulletin on the two (2) Sundays prior to the annual meeting.
10. Finance Committee: The finance committee will consist of the treasurer, one (1) deacon, and one (1) trustee. This committee will prepare a yearly budget for presentation at a full board meeting, before the annual general meeting, for approval and modification, and will then present a copy of the proposed budget to the annual general meeting for a membership vote.
11. Additional Committees: May be called on to function as will serve the best interests of the church.

## **ARTICLE IX – ELECTIONS**

1. Quorum:
  - a. Ordinary quorum: Not less than one third (1/3) of the voting membership shall constitute an ordinary business meeting of the church. (Amended January 26, 2015)
  - b. Special quorum: A special quorum of sixty five (65%) of the voting members of the church shall be required in cases of specifically important matters, as determined by the board of deacons. Should for any reason a special quorum fail to meet to conduct a meeting after membership has been notified properly for one meeting, the members who meet, for the second time upon notification to this effect, shall constitute a legal quorum for the conducting of any business.
2. Qualifications of Voters: All matters pertaining to the business of the Church shall be voted upon by members (as described under Article V) sixteen (16) years of age and over.
3. The entire slate of nominees, with the exception of the deacons, may be accepted by a majority vote when there is no competition for any of the positions. Even

when there is no competition for a position on the diaconate there must be a vote by secret ballot indicating a minimum of 75% of the members are in agreement with the selection of the person for the deacon's position. Where there is more than one nominee for any position a majority vote by secret ballot will determine the person to fill the position.

4. Procedure for Electing Officers: Refer to "Nominating Committee" Responsibilities, Article VIII.9). Unless a vacancy remains in an office there shall be no further nominations from the floor at the time of the annual meeting.

## **ARTICLE X – MEETINGS**

1. Regular Church Services:
  - a. The church shall meet every Sunday for the teaching of the Word of God, for public worship of Almighty God, and for the preaching of the Counsel of God (Acts 20:27).
  - b. The church shall meet regularly for Bible Study and Prayer.
  - c. Baptismal services may be held at any time designated by the diaconate.
  - d. The Lord's Supper shall be observed on the first Sunday morning of each month, or at such time as the diaconate may determine.
2. Annual Business Meeting:
  - a. The church's fiscal year shall end on December 31<sup>st</sup>.
  - b. The annual business meeting shall be held within thirty, (30) days of the fiscal year end – date to be set by the diaconate.
  - c. All elected officers, boards, and committees shall present their reports to the church. New officers, boards, and committees shall be elected according to the provisions of this constitution.
3. Special Meetings: Special meetings for the transaction of business may be called at any time by the diaconate, or at the written request of not fewer than 25% of the voting membership of the church.

## **ARTICLE XI – AMENDMENTS**

This constitution may be amended at a special meeting of the church providing the proposed change in writing has been announced two (2) weeks in advance. Such a change requires a 65% vote of a special quorum.

**ARTICLE XII – RULES OF ORDER**

In the case of the selection between three or more choices – a second or third ballot will be used if necessary and the candidate with the lowest number of votes will be dropped from the subsequent round of voting.

All voting shall be done by ballot, unless otherwise agreed upon.

**APPENDIX**

1. Nominating Form:

I, \_\_\_\_\_ nominate \_\_\_\_\_

for the position of \_\_\_\_\_.

\_\_\_\_\_  
(signed by nominator)

2. Nomination Acceptance Form:

Upon prayerful consideration, I, \_\_\_\_\_

agree to let my name stand for the office of \_\_\_\_\_

\_\_\_\_\_  
(signed by nominee)