



THE COMMUNITY BAPTIST
CHURCH
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REVISED CONSTITUTION

October 2022

Community Baptist Church

Santa Rosa, California

PREAMBLE

For the purpose of making clear the principles of our faith, and to the end that this body may be governed in an orderly manner consistent with the teachings of the holy Bible as applied through the accepted practices of our church in the Southern Baptist Convention, and for the purpose of preserving the liberties inherent in each individual member of this church, and the freedom of action of this body with respect to its relations to other churches of the same faith, we do declare and establish this constitution:

ARTICLE I - NAME

NAME, DURATION AND SEAL: This association in accordance with its charter shall be known as the Community Baptist Church. . . . and shall exist for the maximum period allowed by the laws of this state unless sooner lawfully dissolved. It shall have a corporate seal of the circular design on which shall be engraved the words "Community Baptist Church of Santa Rosa, California" with the words "incorporated April 9, 1953", in the center.

ARTICLE II - ARTICLE OF FAITH

Community Baptist Church recognizes the importance of every church being completely independent and separate from every other group, however, there is a strong feeling of love for all brother and sisters in Christ.

Community Baptist Church has chosen to cooperate with the southern Baptist churches which constitute the California Southern Baptist Convention and Southern Baptist Convention in order to do together the things which we cannot do separately.

We have adopted the Baptist Faith and Message, which was adopted by the Southern Baptist Convention on May 9, 1963, as our guide in expressing our Statement of Faith and Belief.

ARTICLE III - CHURCH COVENANT

Having been led, as we believe, by the Spirit of God, to receive the Lord Jesus Christ as our Savior, and on the profession of our faith, having been baptized in the name of the Father, and the Son, and the Holy Spirit, we do now in the presence of God, angels, and this assembly, most solemnly and joyfully enter into covenant with one another, as one body in Christ.

Section 1. For the Advancement of this Church: We engage, therefore, by the aid of the Holy Spirit, to walk together in Christian love; to strive for the advancement of this church, in knowledge, holiness, and comfort; to promote its prosperity and spirituality; to sustain its worship, ordinances, discipline and doctrines.

Section 2. As Christian Stewards: To contribute cheerfully and regularly to the support of the ministry, the expenses of the church, the relief of the poor, and the spread of the gospel through all nations.

Section 3. Alone and at Home: We also engage to maintain family and sacred devotion; to educate our children religiously; to seek the salvation of our kindred and acquaintances.

Section 4. Before the World: To walk circumspectly in the world; to be just in our dealings, faithful in our engagements, and exemplary in our deportment; to avoid all tattling, backbiting, and excessive anger; to abstain from the sale and use of intoxicating drinks as a beverage and all other mind-altering substances; and to be zealous in our efforts to advance the kingdom of our Savior.

Section 5. Toward One Another: We further engage to watch over one another in brotherly love; to remember each other in prayer; to aid each other in sickness and distress; to cultivate Christian sympathy in feel and courtesy in speech; to be slow to take offense, but always ready for reconciliation and, mindful of the rules of our Savior, to secure it without delay.

Section 6. When We Move: We moreover engage that when we remove from this place we will as soon as possible, unite with some other church, where we can carry out the spirit of this covenant and the principles of God's Word.

BY-LAWS

ARTICLE I – 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,

Section 2. Candidacy: Any person may offer himself as a candidate for membership in this church. All such candidates shall be presented to the church in any services for membership in any of the following ways:

A. Entering Candidacy

1. By professions of faith in Jesus Christ as personal Savior and the ordinance by baptism.
2. By Promise of a letter from another Baptist Church of like faith.
3. By restoration upon a statement of prior conversion experience and baptism into a Baptist Church of like faith when no letter is obtainable.

B. Requirements

1. Complete new members orientation
2. Regular church and bible study attendance for 90 days,
3. Completion of one and two following a 90-day period you will be considered for membership.

Should there be any dissent as to any candidate, such dissent shall be referred to the Pastor and the Deacons/Deaconesses for investigation and the making of a recommendation to the church within (30) days. A simple majority vote of those members voting shall be required to elect such candidates to membership.

Section 3. Types of Membership:

A. Active Member

1. Actively participating in "the mission of the church" (see Purpose and Mission Statements)
2. Attendance/participation
3. Giving

B. Inactive Member

1. Not attending or participation for period of six months without just cause
2. Not giving to the cause of Christ
3. While under Church Discipline

As an inactive member you will be unable to vote, serve in a church leadership capacity or receive benefits/discounts.

Section 4. Termination of Memberships: Membership shall be terminated in the following ways:

Death

Transfer to another Baptist Church

Exclusion by action of this Church (see Article VII – Discipline)

Affiliation with a church of another faith or denomination.

ARTICLE II – OFFICERS

All Officers, Staff and volunteers are subject to criminal clearance and must sign off that they have been given and completed sexual harassment training.

Section 1. Pastor: The Pastor is responsible for leading the church in functioning as a Bible believing congregation. The Pastor shall lead the congregation, the organizations, and the church staff in performing their tasks. The pastor is the leader of worship, proclamation, education programs and pastoral ministries.

The Pastor shall be a duly licensed and ordained Baptist Minister of the Gospel, in full fellowship with all the denominational agencies with which the church is cooperating.

He shall be called for an indefinite period unless otherwise agreed upon at the time of the call and shall be paid such salary as may be fixed by the church in its annual budget.

He shall have general supervision and oversight over all spiritual matters of the church and shall direct the administration of the ordinances. He shall perform all other duties which are according to custom and tradition performed by pastors of Baptist Churches.

The Pastoral relationship may be dissolved at any time that it is desired by either the Pastor or by two thirds (2/3) majority of **Active Church Members** of the church. In either case there shall be a sixty (60) day written notice given prior to the dissolution. The time limit may be abbreviated if agreeable to both parties.

Section 2. Staff: All staff shall be at will employees as stipulated in the CBC Employee Handbook. Unless otherwise stipulated at the time of employment.

Job descriptions shall be written for all employees where regular and continued areas of assignment are made. Job descriptions shall be reviewed and revised from time to time as needed.

In positions where job descriptions are not deemed helpful by the Supervisor such employees shall be given assignments and supervision by an immediate supervisor.

All staff shall be under the general supervision of the Pastor aided by the Human Resources Committee/Department.

A. Ministerial Staff: This staff shall consist of persons who are either ordained or licensed to the ministry of the Gospel and are given specific areas of assigned responsibility by the Pastor.

B. Secretarial Staff: This staff shall consist of persons who are employed as typist, receptionist, bookkeeper, and/or other church related duties. This staff shall be recommended by the Pastor to the human resource committee after counsel with other staff members and/or committees directly related to the area of assignment for staff position. The church-authorized position in this category shall be filled by the persons recommended by the HRC.

C. Maintenance Engineer Staff: This staff shall be recommended by the Pastor to the human resource committee after counsel with other staff members and/or committees directly related to the area of assignment for staff position. The church-authorized position in this category shall be filled by the persons recommended by the HRC.

D. Child Care Staff: This staff shall consist of persons who are employed or volunteers to carry out such programs as authorized by the church. The church committee (s) elected to give counsel and direction to such programs shall upon consultation with the Pastor, employ this staff or volunteers.

E. Independent Contractor: All independent contractors must provide W-9s.

Section 3. Deacons/ Deaconesses:

A. *Number:*

The church will strive to have at least four (4) each active deacons/deaconesses for everyone hundred (100) resident members or fraction thereof.

B. *Election:*

1. Chapter 6 of the Book of Acts and chapter 3 of First Timothy will be the basic scriptures used in determining the qualifications of a deacon. The church may call for the ordination of additional men at any time there is a desire, and the need is evident. Those who are willing to consider the officer of deacon shall be interviewed by a committee consisting of the Pastor and three active deacons. The committee shall report its findings to the body of deacons, and they shall recommend to the church those they feel should be considered for deacons.

2. Men who become members of this church by letter or statement and are ordained deacons may be considered for active service after being members for six (6) months. The church is not obligated to pursue this action, neither are the men obligated to serve, if asked.

3. The church may bestow deacon/deaconess-emeritus upon any deacon/deaconess who, in its judgment, has served well and desires to retire from active service by his/her choice and through recommendation of the body of deacons/deaconesses.

C. *Qualifications:*

1. *Spiritual*

Full of the Holy Spirit - Acts 6:3

Full of Wisdom - Acts 6:3

Full of Faith - Acts 6:5

Proven Leadership at home - 1 Timothy 3:12

2. *Moral*

Good Reputation - Acts 6:3

Serious - 1 Timothy 3:8

Clean and truthful in speech - 1 Timothy 3:8

Abstains from alcohol - 1 Timothy 3:8

Not greedy - 1 Timothy 3:8

Stranger to divorce courts - 1 Timothy 3:12

D. *Participation:*

1. Worship - Sunday Morning, Sunday Evening, Wednesday Evening
2. Sunday School, Church Training, Men's Ministry
3. Visitation

E. *Ministries:*

1. Church membership (assigned families)
2. Shut ins, hospitals, rest homes
3. Emergencies on call

F. *Stewardship:*

1. Tithes as a minimum through church budget
2. Offerings for special causes.

NOTE: Since example is of the utmost importance, the deacon's goal will be not to miss more than 10% of the meetings.

Section 4. Moderator: The moderator shall be the Pastor. In the event the church is without a Pastor, the chairman of Deacons shall preside; if both positions are vacant, the church Clerk shall call the meeting to order, and an acting moderator shall be elected.

Section 5. Clerk: The church shall annually elect a clerk who shall keep in a suitable book a record of all the actions of the church, except as otherwise herein provided. The Clerk is responsible for keeping a register of the names of members with dates of admission, dismissal, or death, together with a record of baptism. The Clerk shall issue letters of dismissal, voted by the church, preserve on file all communications and written official reports, and give legal notices of meetings where such notices are necessary as indicated in these by-laws. The clerk shall also notify in writing all officers and members of committees of their election or appointment. The Clerk may delegate some of the clerical responsibilities to a church secretary. All church records are church property and shall be filed in the church office. This position may be held by one person designated as Secretary/Clerk.

Secretary/Clerk: The church secretary shall receive the empty collection envelopes and give contributors credit for individual receipts, including special offerings. It shall be the duty of the Secretary/Clerk to prepare and mail records of contributions to all contributors.

Section 6. Treasurer: The church shall annually elect a Treasurer. The Treasurer shall be responsible for overseeing the collection, disbursements, proper recording of all finances and render to the church at each regular business meeting an itemized report of the receipts and disbursements for the preceding month.

Section 7. Hostess: The church shall annually elect a hostess. The hostess shall serve as chairperson of the hostess committee and shall be in charge of all church-wide social activities.

Section 8. Associational Executive Committee Member: The church annually elects an associational executive committee member. This person shall represent Community Baptist Church on the Redwood Empire Executive Committee.

Section 9. Check Co-Signers: The church shall annually elect two (2) check co-signers. These two persons shall be nominated from the church's administrative body. These two persons along with the Treasurer shall be authorized to sign checks with the requirement that any two of these three persons may sign checks.

Section 10. Financial Secretary/Bookkeeper: The church shall annually elect a Financial Secretary to work in conjunction with the Bookkeeper. The Financial Secretary shall be responsible for the recording of all receipts from every offering, write all checks for personnel and all other services being made to the Community Baptist Church. To keep financial records of all checks paid out, to make monthly finance reports to the church. Record of receipts is to be reviewed by the Pastor on Sunday and all other duties traditionally performed by a Financial Secretary.

Section 11. Other necessary officers shall be nominated and elected as indicated in Article III - Section 11.

ARTICLE III - COMMITTEES

See Section 5 – Committee on Committees and Section 11 Nominating Committee

All standing committee members and the chairperson of each committee shall be recommended by the nominating committee and elected by a simple majority vote unless otherwise indicated in the committee description. The Pastor and chairman of deacons shall be ex-officio members of all church committees. The committee member shall serve and be evaluated on a yearly basis. Term of office being October 1 through September 30, unless otherwise stated. The following committees shall be elected:

Section 1. Baptismal:

The baptismal committee shall consist of six (6) members, three (3) deacons and three (3) deaconesses to be selected by the Deacons and Deaconesses.

It shall be the duty of this committee to:

- A. See that the dressing rooms are clean, neat, and attractively furnished.
- B. See that the baptismal robes are in good condition and laundered.
- C. See that the proper amount of water is in the pool and is at the right temperature.
- D. Meet the candidates at the appointed time and show them to their dressing rooms.
- E. Assist the candidates from the pool to their dressing rooms.
- F. Remain until all candidates are dressed and ready to leave the area.

G. Receive all information needed for baptismal certificate and forward the same immediately to the Church Secretary/Clerk.

Section 2. Budget:

The Pastor, the finance committee, heads of departments, treasurer, chairpersons of the personnel committee and the deacons and trustees shall constitute the budget committee. The chairpersons of the finance committee shall serve as chairperson of this committee.

It shall be the duty of this committee to:

A. Prepare and submit to the church for consideration an inclusive budget indicating by items the amount needed and sought for all local and worldwide expenses. The proposed budget should begin being worked on in May and be completed for the August Business Meeting.

B. This committee shall watch closely the needs and demands of the church budget. Necessary revisions may be recommended to the church at any business meeting when proper notice is given to the congregation one week in advance.

Section 3. Building and Grounds:

The building and grounds committee shall consist of six (6) members.

It shall be the duty of this committee to:

A. Make regular inspections of the buildings and grounds and recommend any needed repairs and improvements.

B. Inspect and recommend maintenance for all mechanical equipment such as air conditioners, heating units, plumbing, electrical equipment, office equipment, etc., replacing such when necessary and budget receipts will permit. (When monies are available).

C. Proceed in the case of emergencies to restore services at once.

Section 4. Child Care:

This committee shall consist of six (6) members.

It shall be the duty of this committee to:

A. Make inspections of the physical aspects and recommendations for the Preschool Division.

B. Set up general regulations for the operation of a good childcare service including nursery.

C. Supervise the work of the attendants. The committee shall recommend new members as needed.

D. Recommend the purchase of equipment and supplies as needed and shall proceed with purchasing those items already covered in the budget.

E. Arrange for workers for regular and special meetings.

F. Be responsible for recommending changes in the childcare policies.

G. Set up schedule and secure persons to staff nursery.

Section 5. Committee on Committees:

This committee shall consist of the Pastor and three (3) members.

It shall be the duty of this committee to:

A. Recommend 6 persons for the nominating committee at the May business meeting.

B. Recommend persons for special committee and vacancies on committees which occur during the year.

Section 6. Finance:

This committee shall consist of the Pastor, Board of Trustee, the Treasurer and Secretary.

It shall be the duty of this committee to:

A. Give leadership to any plans adopted by the church regarding the raising of money needed for budget requirements. Special fund-raising campaigns, I.e., for buildings, remodeling, improvements, equipment, or other special projects directed by the church, shall have the support and counsel of this committee.

B. No contract for supplies, materials, or services, pledging the credit of the church, shall be made except upon the approval of the finance committee.

C. No budget item shall be changed without approval of the finance committee which will carefully watch the accounts and give counsel when needed.

Section 7. Flower:

This committee shall consist of three (3) members:

It shall be the duty of this committee to:

A. See that flowers are provided each Sunday and for special occasions (Easter, Thanksgiving, Christmas, etc.).

B. Furnish the church office with a list of those contributing memorial flowers.

Section 8. History:

This committee shall consist of three (3) members and the Church Secretary.

It shall be the duty of this committee to:

A. Prepare and preserve historical records of the church.

B. Clip and file all associated records.

C. Collect and preserve the weekly church bulletins and other publications.

Section 9. Culinary:

This committee shall consist of six (6) members plus the church hostess who shall serve as committee chairperson.

It shall be the duty of this committee to:

A. Oversee the use and repair of kitchen equipment; recommend the purchase new equipment as authorized by the church.

B. Recommend policies pertaining to all food services and social functions which utilize the facilities involved.

C. Purchase standard supplies such as paper goods, supplies for drinks, cleaning, etc.

D. Be responsible for general cleaning and laundering of kitchen linens.

Section 10. Missions and Ministries:

This committee shall consist of six (6) members.

It shall be the duty of this committee to:

A. survey mission needs, including the needs for new Sunday Schools and churches in our area.

B. Assist the director of Associational Missions in carrying out his work.

Section 11. Benevolence:

It shall be the responsibility of the following officers: Deacons, Deaconess, Mission: (Chairperson or designate) to evaluate needy cases submitted to them by members of Community Baptist Church and to disburse funds. Check co-signers may dispense the funds in an emergency.

Section 12. Transportation Ministry/Bus Ministry:

This committee shall consist of six (6) members.

It shall be the duty of the Transportation Ministry to make arrangements for transportation to church services and other events.

Section 13. Senior Christian Ministry:

This committee shall consist of six (6) members.

It shall be the duty of this committee to survey ministerial needs of Senior church members and to help them develop to their full potential as members of the body Christ.

Section 14. Nominating Committee:

This committee shall consist of six (6) members.

It shall be the duty of this committee to:

A. In consultation with the Pastor and Chairman of the Deacons, to present to the church in the September business meeting nominations for directors of Sunday School, church training, for the coming year.

B. To recommend to the church all general church officers, standing committees, Bible Teaching staff, Church Training staff, Music Leadership, Ushers, and all other officers deemed necessary for operations of the church.

C. Recommend a person to serve as chairperson of each committee recommended by them unless otherwise stipulated in this constitution.

D. When the committee chooses a person it wishes to recommend to the church for election, it shall contact this person and discuss:

1. The responsibilities involved in the assignment.

2. The willingness of the person to accept the responsibilities.

E. Should vacancies occur in the general Officers of the church during the church year, the nominating committee shall meet and recommend a replacement to serve the remainder of the church year.

Section 15. Personnel/Human Resource Committee:

This committee shall consist of six (6) members:

It shall be the duty of this committee to:

- A. Write job descriptions for all staff members except the Pastor and present them to the church for consideration.
- B. Serve as a consultation committee with the Pastor regarding job descriptions, efficiency of work being done and salaries for employees.
- C. Employees and staff members shall be under general directions of the Pastor, aided by the personnel/Human Resource Committee

Section 16. Pulpit/Pastor Search Committee:

A ballot consisting of six (6) men and six (6) women shall be prepared by the Committee on Committees and any nominations from the floor shall be added to the prepared recommendation. The ballot shall be given to each Active church member present and each active church member shall check the name of not more than three (3) men and three (3) women. The three (3) men receiving the greatest number of votes and the three (3) women receiving the greatest number of votes shall, upon their acceptance, constitute the Pastors Search Committee. Those receiving the next highest votes shall serve as alternates. In the event of a tie, the nomination shall be brought to the congregation for simple majority rule. This committee is to complete its own organization with the head of the Deacon Board and if not available the head of the Trustee Board shall be part of this committee. This committee shall consist of seven members.

It shall be duty of this committee to:

- A. Receive and consider information, from all sources available, concerning who might be a prospective Pastor.
- B. Agree to contact one person at a time and complete correspondence and interview with said person before a recommendation is made.
- C. Seek to be unanimous in its recommendation and shall not bring a recommendation without a 2/3 vote of the committee.
- D. Bring the person of its choice before the congregation at a time preannounced. After such exposure, the congregation shall vote by ballot.

Section 17. Trustees:

This committee shall consist of seven (7) members.

It shall be the duty of this committee to:

- A. Hold in trust the church property.
- B. They shall have no power to buy, sell, mortgage, lease, or transfer any property without the church authorizing such action.
- C. Affix their signatures to legal documents where the signatures of trustees are required.
- D. See that all church property and its officers are properly and adequately insured.

ARTICLE IV - PROGRAM ORGANIZATIONS AND SERVICES

All organizations and services of the church shall be under church control. All officers shall be elected by the church with directors and chairpersons reporting regularly to the church. It is understood that the Pastor and Chairman of Deacons are ex officio members of all the organizations and services. Term of office for all elected officers of the Program Organizations and Services shall be October 1 through September 30 and will be evaluated on a yearly basis.

The Nominating Committee, along with the Pastor and Chairman of Deacons shall present to the church at the September business meeting nominations for all church officers. At this time nominations may be made from the floor.

All church organizations desiring a speaker other than the Pastor shall consult with the Pastor before extending the invitation.

Section 1. Sunday School: There shall be a Bible teaching Program divided into departments and classes for all ages and conducted under the direction of a general director for the study of God's Word.

The task of the Sunday School shall be to teach the biblical revelation; lead in reaching all prospects for the church; lead all church members to worship; witness, learn and minister daily; provide and interpret information regarding the work of the church and the denomination.

Section 2. Church Training Program: There shall be a Church Training Program divided into departments for all ages and conducted under the direction of a general director. The Church Training Program shall serve as the training organization of the church.

The task of the Church Training Program shall be to teach theology, Christian History, Christian Ethics, and church policy and organization; give orientation to new church members, train all church members to worship, witness, learn and minister daily; train leaders; provide for specialized training; provide organization and leadership for special projects of the church; provide and interpret information regarding the work of the church and the denomination.

Section 3. Woman's Missionary/Outreach Program: There shall be a Women's Missionary/Outreach Program with officers and forms of organization as needed this program shall be under the leadership of a director.

The task of the Women's Missionary and outreach shall be to teach missions and outreach; lead persons to participate in mission/outreach action and direct evangelism; provide organization and leadership for special mission/outreach projects of the church; provide and interpret information regarding the work of the church and the denomination.

Section 4. Men's Program: There shall be a Men's Program with officers and forms of organization as needed. This program shall be under the leadership of a director.

The task of the Men's Program shall be to teach missions and outreach; lead persons to participate in mission/outreach action and direct evangelism; provide organization and leadership for special mission/outreach projects of the church; provide and interpret information regarding the work of the church and the denomination.

Section 5. Church Music Program: There shall be a Church Music Program under the leadership of a Director of Music. Such officers and/or organization shall be included as needed.

The task shall be to teach music; provide music and musicians for the congregational services and the organizations of the church; lead persons to participate in hymn singing; train persons to lead; sing and play music; provide organization and leadership for special projects of the church; provide and interpret information regarding the work of the church and the denomination.

All choirs and musicians are to sing and play at morning, evening and special services as required.

All choirs and musicians are to attend a weekly Bible Study.

Section 6. Youth Program: There shall be a youth Program under the direction of a youth Director who will lead and direct the youth. The Youth Director will meet periodically with the entire youth group to enlist, train, and involve the youth for active participation in the program.

Section 7. Media Center Service: There shall be a Media Center Service under the leadership of a director who shall lead such staff and organization as needed.

This service shall recommend materials for purchase and assist in suggestions for room and equipment. They shall assist in establishing media center policies and maintaining good appearance of media center materials. They shall give assistance in extension of media center ministry and in other areas as needed. Time, dates, and plans for regular media emphasis will be determined by regular participation in meeting with the Sunday School Director, Church Training Director, Youth Director, and the Pastor.

Section 8. Usher Service: There shall be an Usher Service under the leadership of Chairperson of Ushers, who

shall determine the number of Ushers and organization needed.

The ushers are to greet people as they enter and leave the church, seat people at the proper time, and provide bulletins and/or other materials. They shall be attentive to the needs of the congregation and the Pastor.

Section 9. Recreation Service: There shall be a Recreation Service under the leadership of a director who shall lead such staff and organization as needed.

This service shall serve the church in seeing that all recreational activities sponsored by the church or any organizational unit, upon request, are properly planned and that they contribute to the ultimate objective of the church. This service shall not schedule recreational activities during any regular scheduled church meeting or service. This service shall recommend a recreation program which will offer participation to multiple age groups.

ARTICLE V - CHURCH LEADERSHIP COUNCIL

Section 1. Purpose:

The primary function of the church leadership council (The council) shall be to recommend to the congregation suggested church objectives and goals; to review and coordinate program plans recommended by church officers, organizations, services, and committees. This Council shall recommend to the congregation the use of leadership, calendar time and other resources according to program priorities; and to evaluate program achievements in terms of church goals and objectives.

The Council shall meet monthly or quarterly or on call of the Pastor at any time deemed necessary.

The Pastor shall be Chairman of the Church Leadership Council.

Section 2. Members:

The Council shall consist of:

Church Staff, Sunday School Director, Church Training Program Director, Woman's Missionary/Outreach Director, Men's Program Director, Music Program Director, Media Center Service Director, Chairman of Deacons, Child Care committee Chairperson, Youth Director, and other staff as desired.

Ex officio members shall consist of all other committee chairpersons and have a responsibility which relates them to the purpose of the church council.

ARTICLE VI - CHURCH MEETINGS

Section 1. Worship Services:

The church shall meet regularly on Sundays for the purpose of worshipping God through proclaiming the Gospel. Special services shall be scheduled in accordance with the yearly church calendar.

The services shall be open to all people and shall be under the direction of the Pastor.

Section 2. Regular Business Meetings:

Regular Business Meetings shall be held annually at the end of fiscal year.

A simple majority will rule on any matter, unless otherwise stipulated by the By-laws. (See Section 4. below)

Section 3. Special Business Meetings:

A Special Business Meeting may be held to consider special matters of significant nature. A one-week notice must be given unless extreme urgency renders such notice impractical. Business Meetings may be called by the Pastor for any special purpose by announcing it at the at the Sunday service preceding such business meeting. Should the Pastorate be vacant, or the Pastor unable for any reason to act, then such Business Meeting may be called in like manner by the Chairman of Deacons/Board Trustee Chairman.

Section 4. Quorum:

The Regular Business Meetings of the church for the transaction of business shall be held annually at the end of the fiscal year and fifteen (15) active members of the church or 50% of the active membership, whichever is less, in good standing shall constitute a quorum for such a purpose.

Section 5. Parliamentary Rules:

Robert's Rule of Order, latest Revision is the authority for parliamentary rules of procedure for Business Meetings of the church.

Section 6. Fiscal Year:

The fiscal year of the church shall be from October 1 through September 30.

ARTICLE VII - DISCIPLINE

Section 1. Reporting: This fellowship shall abide by the spiritual and moral principles of the New Testament. Should it become evident that a member is in disagreement with these principles, the Pastor and Deacons shall endeavor to restore fellowship. Should this endeavor fail, they shall report to the church.

Section 2. Restoral: Any person whose membership has been terminated, may be restored upon completion of a restorative plan developed the Pastor and Deacons.

ARTICLE VIII – PROPERTY RIGHTS

A. The **Community Baptist Church herein referred to as the church** shall have power to buy, own and sell real property in its own name. The property owned by The Community Baptist Church (CBC) is irrevocably dedicated to religious purposes. Upon the liquidation, dissolution or abandonment of this organization, its assets, remaining after payment or provision of payment of all debts and liabilities of this organization, shall be distributed to an organization organized and operated for religious purposes.

B. Should the CBC membership vote to dissolve and cease to function as a church, or if the membership should be dissolved through some disaster, the property of the church, both real and personal, shall pass to an organization that is organized and operated for religious purposes as designated by **Community Baptist Church Leadership Group, (CLG) consisting of the members of the Trustee Board, Deacon and Deaconess Boards**, to renew the work of this church or use the values thereof for further gospel enterprises.

C. In the event that CBC shall decide with a two-thirds (2/3) majority vote of the **active** members present at a specially called congregational meeting **or virtual congregational meeting whichever type meeting deemed necessary by the CLG to unite or combine with another church**, it shall not be considered to have been dissolved, and the property rights shall be retained by the new combined church that is organized and operated for religious purposes.

D. If a division occurs in CBC, **meaning a group of active members led by a minister leave the church to form another church**, that is organized and operated for religious purposes; the name and property shall be retained as recommended by the CLG, and confirmed by a two-thirds (2/3) vote of the **active** members present at a specially called congregational meeting **or virtual congregational meeting whichever type meeting deemed necessary by the CLG**. If a two-thirds (2/3) vote is not attained, the name and property shall be retained by those adhering to the constitution as arbitrated by the CLG.

ARTICLE IX - STATEMENT OF FAITH

Section 1: Statement of Faith

We accept the Holy Bible as the inspired Word of God and as the ultimate authority in matters of faith, doctrine, and Christian living. This Church accepts the Baptist Faith and Message as adopted in 2000 as an affirmation of our basic Christian beliefs and as a general statement of our faith.

Section 2: Marriage and Human Sexuality

A. Marriage - Marriage is a Biblical institution established by God as clearly described in the scriptures. While this Church recognizes marriage exclusively as the legal union of one man and one woman in a lifetime commitment, we also understand that marriages fail and God offers forgiveness and restoration to divorced persons just as He does to every one of us.

B. Human Sexuality - The Bible teaches that legitimate sexual relations are exercised solely within marriage. Hence, sexual activities such as, but not limited to, adultery, fornication, incest, homosexuality, pedophilia, and bestiality as well as the creation, distribution and viewing of pornography are sinful and violate the teachings of the Bible about appropriate behavior. Further, we believe that God created humans as either male or female and that efforts to change a person's gender or create new genders also violate scriptural admonitions and are sinful.

Section 3: Affirmation

Every pastor, staff member, and church member by virtue of their membership affirms their agreement with this Statement of Faith and agrees to conduct themselves in a manner that is consistent with it.

Section 4: Ordinances

This Church acknowledges the two Biblical ordinances of Baptism by immersion and the Lord's Supper.

Section 5: Bylaws and Scripture

These bylaws and any amendments made hereto shall be the governing documents of this Church, but they should always be interpreted and applied in conformity with the Holy Bible. The **Pastor or Church Leadership Group when the Pastor is not available** shall be the final authority for our church when interpreting scripture and when dealing with issues of faith and practice.

ARTICLE X AMENDMENTS

Changes in this constitution and By-laws may be made at any Regular Business Meeting of the church, provided such amendments shall have been presented in writing at a previous meeting, and copies of the proposed amendments furnished to each member present. Changes may be made by two-thirds (2/3) of those present and voting.