

Constitution
Of
Bethany
Baptist Church
Of
Peoria County,
Illinois

Adopted on June 3, 2007

ARTICLE I: DEFINITION AND PURPOSE OF THIS CONSTITUTION

We believe that God has called together the members, leaders and staff of Bethany Baptist Church of Peoria County, Illinois to win the lost, to equip the redeemed to serve God as He shall lead, to glorify God in all that we say and do, and to send out individuals we believe have been called of God to especially serve Him in full time ministry, as pastors or missionaries.

This document is intended to be a statement of how we believe we have been led of God, by the Holy Scripture and by the Spirit, to organize our effort to win, build, equip and send. It neither supercedes nor stands equal to the Holy Scriptures as a rule of authority. It also does not supercede that authority that God has delivered to the Body of Believers that make up the local assembly referred to as Bethany Baptist Church of Peoria County, Illinois. It is only a tool, to be used to aid that Body of Believers in the goal of winning, building, equipping and sending. As such, as the Lord may lead, or as our growth in knowledge and understanding of the Holy Scriptures and the Will of God increases, it is expected that this Constitution may require amendment to reflect that increase in knowledge and understanding. Amendment shall occur as described in Article V of this document.

ARTICLE II: NAME

The name of this local church shall be Bethany Baptist Church of Peoria County, Illinois.

ARTICLE III: MISSION, GOALS AND OBJECTIVES

The supreme mission of Bethany Baptist Church and all its members is to glorify and serve God, by our collective worship and by our service of His Kingdom both with our finances, time and talents. As a body, we choose to organize our goals and objectives under the headings Win, Build, Equip and Send.

XV. Of Baptism And The Lord's Supper

We believe that Christian baptism is, according to the scriptures, the immersion of a believer in water to show forth in a solemn and beautiful emblem our faith in the crucified, buried, and risen Savior, setting forth our death to sin and resurrection to a new life. We recognize believer's baptism by various methods as a valid expression of faith, but we practice baptism of believers by immersion. Believer's baptism is a prerequisite to the privileges of local church membership. We believe that the Lord's Supper is the commemoration of His death until He comes, and should be preceded always by solemn self-examination. It is to be partaken of only by prepared, bona fide believers. **Acts 8:36-39; John 3:23; Romans 6:3-5; Matthew 3:16; Colossians 2:12; 1 Corinthians 11:23-28**

XVI. Of the Devil (Satan)

We believe in the personality of Satan and that his present peculiar realm of activity is the atmosphere and scheme of this present world. He is the unholy god of this age and the author of all the powers of darkness. He is destined to be judged by an eternal justice in the lake of fire. **Matthew 4:1-3; 2 Corinthians 4:4; Revelation 20:10**

XVII. Of Civil Government

We believe that civil government is of divine appointment for the interests and good order of human society. Those in authority are to be prayed for, conscientiously honored, and obeyed, except in things opposed to the will of our Lord Jesus Christ, who is the only Lord of the conscience, and the coming Prince of the Kings of the earth. **Romans 13:17; 2 Samuel 23:3; Exodus 18:21-22; Acts 23:5; Matthew 22:21; Acts 5:20; Acts 4:19-20; Daniel 3:17-18**

XIII. Of The Righteous And The Wicked

We believe that there is a radical and essential difference between the righteous and the wicked; that such only as through faith are justified in the name of the Lord Jesus Christ, and sanctified by the Spirit of our God, are truly righteous in His esteem; while all such as continue in impenitence and unbelief are in His sight wicked, and under the curse. This distinction holds among men both in and after death, in the everlasting conscious physical suffering of the lost, following the great white throne judgment.

Mal. 3:18; Genesis 18:23; Romans 6:17-18; 1 John 5:19; Romans 7:6; Romans 6:23; Proverbs 14:32; Luke 16:19-31; Matthew 25:34-41; John 8:21

XIV. Of The Local Church

We believe that a local church is a congregation of believers baptized after conversion, associated by covenant of faith and friendship of the Gospel; observing the ordinances of Christ; governed by His laws; and exercising the gifts, right, and privileges invested in them by His Word. Its officers are pastors and Elders, whose qualifications, claims, and duties are clearly defined in the Scriptures. We believe the Bible to be the sole standard for faith and practice. We believe the true mission of the church is the faithful witnessing for Christ to all men unto the ends of the earth. We hold that the local church has the absolute right of self-government, free from the interference of a hierarchy of individuals or organizations; and that the one and only true Head is Christ, through the Holy Spirit. It is scriptural for true local churches to cooperate with each other in contending for the faith for the furtherance of the Gospel. Each member has priestly rights and a conscience to be respected. Each local church is the sole judge of the measure and method of its cooperation, and on all matters of membership, of polity, of government, of discipline, and of benevolence. The will of the local church as expressed in democratic procedure is final.

Acts 2:41-42; 1 Corinthians 11:2; Ephesians 1:22-23; Ephesians 4:11; Acts 20:17-28; 1 Timothy 3:17; Colossians 1:18; Ephesians 5:23-24; Acts 15:13-18

1. WIN: We will, by whatever means are Biblically acceptable, seek to share the Gospel with others in our immediate locale, our city, state, country and world, to give them an opportunity to come to a saving knowledge of our Lord and Savior, Jesus Christ. To achieve this, we will actively maintain a missions program, to include local, national and international missions, and we will provide venues for, and encourage church members to participation in, learning how to effectively share the Gospel with others, and for evangelization of the lost.
2. BUILD: By example, instruction and guided experience, the Pastors, Staff, Officers and other Leaders of Bethany Baptist Church will endeavor to provide the Body as a whole, and individuals in particular, with an environment conducive to their using their Spiritual Gifts to the glory of God and the edification of the Church and the Believers, Toward this end, the Church will provide venues for worship, for fellowship with other members of the church, and for service, and will by such means as are deemed prudent and Biblically acceptable, encourage the members of the Body to engage in these activities.
3. EQUIP: The Pastors, Staff, Officers and other Leaders of Bethany Baptist Church will strive to equip the Body, as a whole and as individuals, by leading in worship; by providing Biblically sound instruction; and, by such other means as may be Biblically acceptable, promoting and encouraging growth and maturity in the knowledge, understanding and obedience to the Holy Scriptures, and in Christian life and belief.
4. SEND: The Pastors, Staff, Officers and other Leaders of Bethany Baptist Church will be alert to discover those individuals in the Church who have demonstrated, or felt, a special call of God upon their lives to enter full time Christian service; to aid and assist those individuals in confirming that call; and, if the Pastors, Staff, Officers and other Leaders of Bethany Baptist Church concur with that call of God, to assist them in following that call in such ways as may be deemed prudent and needed.

ARTICLE IV: ORGANIZATIONAL STRUCTURE, STAFF, OFFICERS AND MEMBERSHIP

The organizational structure of Bethany Baptist Church of Peoria County, Illinois, the makeup of its staff and officers, the requirements and responsibilities of staff and officers, the requirements for membership and means of handling disputes and discipline within Bethany Baptist Church and the rules and regulations for finances in Bethany Baptist Church shall be as defined in the Bylaws of Bethany Baptist Church of Peoria County, Illinois and the Policies and Procedures Manual of Bethany Baptist Church of Peoria County, Illinois.

ARTICLE V: AMENDMENTS

This Constitution may be amended or replaced when the need for change is recognized by the elders and the members of the church body. At the time such need is believed to be present, the elders, after consultation with the body, shall make provisional modification in light of Scripture and all other essential information on this matter. This proposed amendment shall be communicated to the congregation in written form, providing adequate time for study and response. A date will be proposed for acceptance of the revisions at a congregational meeting. The congregation will then vote to see if there is a unity of acceptance and understanding of the amendments. For the purposes of amendment, a quorum of the Church body shall be present. This quorum shall be determined as being forty (40) voting members. Sufficient unity of purpose shall be declared to be present when the amendment receives a three quarters vote of the quorum present.

XI. Of The Resurrection, Personal, Visible Pre-millennial Return of Christ, and Related Events

- (a) We believe in the Bodily Resurrection of Christ.
Matthew 28:6-7; Luke 24:39; John 20:27; 1 Corinthians 15:4; Mark 16:6; Luke 24:2-6
- (b) The Ascension of Christ.
Acts 1:9-11; Luke 24:51; Mark 16:19; Revelation 3:21; Hebrews 12:2.
- (c) The High Priesthood of Christ.
Hebrews 8:6; 1 Timothy 2:5; 1 John 2:1; Hebrews 2:7; Hebrews 5:9-10
- (d) The Literal, Pre-tribulation rapture of the Church.
I Corinthians 15:51-53; 1 Thessalonians 4:13-18; Philippians 3:20-21
- (e) The Pre-millennial return of Christ to judge the nations and to reign universally upon the earth.
I Thessalonians 4:13-18; 1 Corinthians 15:42-44; 1 Corinthians 15:52
- (f) The Millennial Reign.
1 Corinthians 15:25; Isaiah 32:1; Isaiah 11:4-5; Psalm 72:8; Rev. 20:14; Revelation 20:6
- (g) The New Heaven and the New Earth.
2 Peter 3:10-13; Revelation 21:1-5

XII. Of The Security Of The Saints

We believe that all who are truly born again are kept eternally by God the Father for Jesus Christ. It is impossible for the validity of a Christian experience to be annulled.
Philippians 1:6; John 10:28-29; Romans 8:35-39; 1 Peter 1:3-5; Jude 1

and an all-sufficient Savior. He died for all sinners, His salvation is effective only unto those who believe on Him.

Ephesians 2:8; Acts 15:11; Romans 3:24; John 3:16; Matthew 18:11; Philippians 2:7; Hebrews 2:14; Isaiah 53:4-7; Romans 3:25; 1 John 4:10; 1 Corinthians 15:3; 2 Corinthians 5:21

VIII. Of Grace In The New Creation

We believe that in order to be saved, sinners must be regenerated or born again. The new birth is a new creation in Jesus Christ; it is instantaneous and not a process. It is the exclusive work of the Holy Spirit in the soul of man. In the new birth the one dead in trespasses and in sins is made partaker of the divine nature and receives eternal life, the free gift of God. The new creation is brought about in a manner beyond our comprehension, employing divine truth, so as to secure our voluntary obedience to the Gospel. Its proper evidence appears in the holy fruits of repentance, faith, newness of life, and love for the brethren.

John 3:3; 2 Corinthians 5:17; 1 John 5:1; John 3:6,7; Acts 16:30-33; 2 Peter 1:4; Romans 6:23; Ephesians 2:1; 2 Corinthians 5:19; Colossians 2:13; John 3:8; 1 John 4:14

IX. Of Faith And Salvation

We believe that repentance toward God and faith in the Lord Jesus Christ are the essential factors in the salvation of a soul.

Acts 16:31; Acts 20:21; Romans 10:9-10

X. Of Justification

We believe that the great Gospel blessing which Christ secures to such as believe in Him is justification;

- (a) that justification includes the pardon of sin, and the gift of eternal life on principles of righteousness.
- (b) that it is bestowed not in consideration of any works of righteousness which we have done, but solely through faith in the Redeemer's blood, and in the fact of His resurrection that His righteousness is imputed unto us.

Acts 13:39; Isaiah 53:11; Zechariah 13:1; Romans 8:1; Romans 5:1, 9; Ephesians 2:8-9

Bethany Baptist Church of Peoria Peoria, Illinois

Bylaws

Adopted June 3, 2007

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believer. He is God's advocate with believers as Jesus Christ is the believer's advocate with God.

John 14:16-17; Matthew 28:19; Hebrews 9:14; John 14:26; Luke 1:35; Genesis 1:1-3; John 16:8-11; Acts 5:30-32; John 3:56; Ephesians 1:13-14; Mark 1:8; John 1:33; Acts 11:16; Luke 24:49; Romans 8:14, 16, 26-28

V. Of The Creation

We accept the Genesis account of creation literally, in its entirety, and believe that man came by direct creation of God and not by the process of evolution.

Genesis 1, 2; Colossians 1:16-17; John 1:3

VI. Of The Fall Of Man

We believe that man was created in innocence and in the spiritual and moral likeness of God and lived under the law of his maker, but by voluntary transgression fell from his sinless and happy state, in consequence of which all mankind is now guilty and condemned not only by constraint, but of choice, and is therefore without defense or excuse. Fallen man is incapable of redeeming himself and must rely upon a merciful God for salvation.

Genesis 3:1-6; Romans 5:19; Romans 5:12; Romans 3:10-19; Romans 1:18; Romans 1:32

VII. Of The Atonement For Sin

We believe that the salvation of sinners is wholly of grace, through the mediatorial offices of the Son of God, who by the appointment of the Father, freely took upon Him our nature, yet without sin, honored the divine law by His personal obedience, and by His death made a full and vicarious atonement for our sins. His atonement consisted not in setting us an example by His death as a martyr, but was a voluntary substitution of Himself in the sinner's place, the just dying for the unjust; Christ, the Lord, bearing our sins in His own body on the tree. Having risen from the dead, He is now enthroned in heaven, and uniting in His wondrous person the tenderest sympathies with divine perfection. He is in every way qualified to be a suitable, a compassionate,

DOCTRINAL STATEMENT

I. Of The Scriptures

We believe that the Holy Bible as originally written is God breathed, verbally inspired, and the product of Spirit-controlled men.

Therefore, it is truth without any admixture of error in its matter. We believe the Bible to be the supreme standard by which all human conduct, creeds, history, and opinions shall be adjudged.

2 Timothy 3:16-17, 2 Peter 1:19-21

II. Of The True God

We believe there is one, and only one, eternal, living and true God, an infinite, intelligent Spirit, the Creator and Supreme Rule of heaven and earth, inexpressibly glorious in holiness, and worthy of all possible honor, confidence and love. In the tri-unity of the Godhead there are three persons, the Father, the Son, and the Holy Spirit, equal in every divine perfection, and executing distinct but harmonious offices in the great work of redemption.

Exodus 20:2-3; 1 Corinthians 8:6; Rev. 4:11; 1 John 5:7

III. Of The Virgin Birth

We believe that Jesus Christ was conceived of the Holy Spirit in a miraculous manner, born of Mary, a virgin, as no other man was ever born or can ever be born of woman. He is the Son of God, and God the Son from eternity.

Genesis 3:15; Isaiah 7:14; Matthew 1:18-25; Luke 1:35; John 1:14; John 10:30

IV. Of The Holy Spirit

We believe that the Holy Spirit is a divine person, equal with God the Father, and God the Son, and of the same nature. He was active in the creation. In His relation to the unbelieving world, He restrains the evil one until God's purpose is fulfilled. He convicts of sin, of righteousness, and of judgment. He bears witness to the truth of the Gospel in preaching and testimony. He is the agent of the new birth; He seals, endues, guides, teaches, witnesses, sanctifies, and helps the

BYLAWS of the BETHANY BAPTIST CHURCH OF PEORIA Peoria, Illinois

ARTICLE I – NAME

This Church shall be known as Bethany Baptist Church of Peoria County, Illinois.

ARTICLE II – PURPOSE

This Church shall exist for: (a) Winning the lost by the preaching of the Gospel of our Lord and Savior, Jesus Christ and by carrying out a program of home and foreign missions; (b) Building the Church and individual believers by providing a venue for worship, fellowship, service and training; (c) Equipping the saints by actively teaching and providing an environment to aid the individual believer in learning doctrine and means of evangelism.

ARTICLE III – AFFILIATION

This Church shall be affiliated with and actively support The Conservative Baptist Association of America (also known as CBAmerica or CBA), headquartered in Wheaton, Illinois. We actively support World Venture and Mission to the Americas. We shall be affiliated with the Conservative Baptist Association of Illinois and actively involved in our state activities.

A unanimous vote of the members present shall be required to change our affiliation.

ARTICLE IV - DOCTRINAL STATEMENT

SECTION 1:

Doctrinal Statement (See Attachment).

SECTION 2:

The Doctrinal Statement shall be subscribed to in writing annually by all pastoral staff and officers of the Church.

ARTICLE V – MEMBERSHIP

SECTION 1:

- (a) Only believers baptized after conversion shall be eligible for membership.
- (b) Each candidate for membership shall be required to attend the membership instruction class(es).
- (c) Each candidate for membership by baptism, letter or experience shall relate his Christian testimony to two active Elders (or past members of the Board of Elders in good standing) and must agree to the Doctrinal Statement and abide by the Bylaws of the Church.
- (d) Candidates recommended by the Pastor and Board of Elders may be presented at any regular stated meeting of the Church. After unanimous vote of the members present, they shall be granted membership and given the right hand of fellowship at any public service. If a candidate fails to receive a unanimous vote, the member(s) voting in opposition must appear before the Board of Elders and present biblical reasons why membership should not be granted. After prayerful consideration, should the Board of Elders deem the reason given to be insufficient grounds for denying membership, they shall so inform the membership, and the opposing member(s) shall thereby be overruled.

SECTION 2:

Membership shall be terminated by death, letter of membership termination, by joining another church or by exclusion (see Article VI).

SECTION 3:

A letter of membership termination shall be granted to a member at his request by vote of the Pastor and Board of Elders. Membership shall cease when the letter is granted.

SECTION 2:

When any organization of the Church desires the use of the Church property for special meetings, it must first secure approval of the Board of Elders. Time and nature of said meetings shall be arranged at the time of authorization, and such information shall be delivered to the Church office for scheduling. Outside organizations or individuals must secure permission of the Board of Elders for use of any Church property.

SECTION 3:

All teachers and officers of organized ministries within the Church shall be members of the Church except by special approval of the Elders.

ARTICLE XIV – AMENDMENTS

SECTION 1:

Robert's Rules of Order shall determine all questions of parliamentary procedure.

SECTION 2:

These Bylaws may be amended, altered or revised at any regular business meeting, or at a special meeting called for that purpose. Notice of the proposed amendment must be given, in writing, at a regular or special business meeting held at least one-quarter year prior to action thereon. A two-thirds vote of the members present shall be necessary for adoption, with the exception of amendments of Article IV, in which case a three-fourths vote of the members present shall be required for adoption.

These Bylaws supersede all previous Constitutions and Bylaws heretofore adopted.

approved by the Church. In the event of a Pastoral or Pastoral Associate vacancy, this committee shall be responsible for the screening and recommendation of person (s) to be presented one at a time to the Board of Elders for approval. Upon the approval by the Board of Elders, each candidate is presented to the Church for a vote.

(d) Any other committees not included here with specifically defined duties.

ARTICLE XII – MESSENGERS

SECTION 1:

Messengers to those meetings requiring Church representation shall be approved by the Church.

SECTION 2:

All messengers to councils shall be appointed by the Senior Pastor and Board of Elders.

SECTION 3:

Messengers shall have no power to bind the Church in any action taken by conventions, associations, or church councils, unless specifically authorized by action of the Church.

ARTICLE XIII – ORGANIZATIONS

SECTION 1:

No organization, the membership of which shall be constituted wholly or in part of members of the Church, shall use the name of the Church in any manner designed to further their objective without first having secured approval of the Senior Pastor and Board of Elders. The Bylaws of such organizations, as they exist or as amended from time to time, shall be subject to the approval of the Board of Elders, and copies of the Bylaws of such organizations shall be kept on file at the Church.

SECTION 4:

(a) The Elders have the authority to review the membership periodically and to place members on the Inactive Roll when the member fails to attend church services for an extended period of time, save for illness or temporary absence from the community. The Elders may elect to pursue church discipline or to recommend that the church terminate the person's membership. If possible, the member shall be notified of this action in writing by the Chairman of the Board of Elders.

(b) Inactive members are ineligible to vote at any Church business meeting.

(c) Inactive members can be reinstated to the active roll by request to and approval of the Elders.

(d) The membership of inactive members may be terminated by Church vote at any regular business meeting upon recommendation of the Pastor and Board of Elders.

ARTICLE VI – DISCIPLINE

SECTION 1:

The Senior Pastor, or a designated member of the Pastoral Staff, and Board of Elders shall handle all disciplinary matters following the instruction given by God in Matthew 18:15-17, Galatians 6:1 & 2 and I Corinthians 5:9-13.

SECTION 2:

Membership of any member may be terminated for denying any of the Doctrinal Statement. Action shall be by Church vote upon recommendation of the Pastor and Board of Elders.

ARTICLE VII – OFFICERS

SECTION 1:

The officers of this Church shall be: Pastor; Pastoral Associates; such Ministry Directors as shall, from time to time, be deemed needed, Nine (9) Elders; Church Treasurer; Assistant Treasurer; Seven (7) Deacons; Six (6) Deaconesses, Church Clerk; Missions Treasurer; and Financial Secretary.

SECTION 2:

- (a) Senior Pastor - The Senior Pastor shall be approved and called at any duly called business meeting of the Church by a three fourths majority (75%) of the ballots cast. The engagement between Pastor and Church shall be for an indefinite period. The Pastor must be an ordained minister, not affiliated with any inclusivistic, unbiblical denomination or body. Further, he must be in full sympathy with the inter-church and associational views and policies established by this Church. He must subscribe to the Bylaws of the Church and the Doctrinal Statement. The Pastor shall be expected to unite with the Church by the first quarterly business meeting following his arrival. The Board of Elders shall vote, if necessary, on the advisability of a vote of confidence in the Pastor. If they should feel such a vote of confidence is needed, they shall recommend such action to the Church. Retention of the Pastor shall require a three-fourths majority (75%) of the ballots cast. Should the Church desire to dissolve the relationship with the Pastor, it may do so by giving a two (2) month notice at any duly called business meeting. Should the Pastor desire to leave, he may do so by giving a two (2) month's notice. This provision may be waived if agreed upon by both parties.
- (b) Associate Pastor(s). The Associate Pastor(s) shall be approved and called at any duly called business meeting of the Church by a three-fourths majority (75%) of the ballots cast. The engagement between Associate Pastor(s) and Church

- (2) It shall be responsible for thorough study and reviews of all missions activities of the Church, for proper coordination of such activities, and shall assist the Pastor in promoting interest in an active missions program.
- (3) It shall be responsible for the preparation of the annual Church missions budget (subject to the approval of the Board of Elders), and disbursing missions funds in accordance with the approved Church missions budget. All disbursements shall be through the Missions Treasurer.
- (4) The committee shall maintain a list of approved agencies, copies of which shall be furnished to any organization upon request.
- (5) The committee shall select and approve all missionaries and agencies to be supported by the Church and shall be required to submit, for Church approval or disapproval, those agencies and individuals to which support is to be given.
- (b) Nominating: This committee shall consist of at least five (5) members of the Church. They shall nominate one or more names for each vacancy occurring by expiration of term, resignation, removal, or death, with the exception of that of the Pastor and the Pastoral Associates. These nominations shall be submitted to the Board of Elders for approval as to their spiritual qualification before notification and publication. Those nominations approved by the Board of Elders shall then be posted publicly for the Church to consider at least two (2) Sundays before the date of approval. The nominees shall be voted upon at the special April business meeting.
- (c) Pastoral Candidate: This committee shall consist of five (5) members, at least one of whom shall be an Elder. Committee members shall be recommended by the Board of Elders and

- (g) Times and dates of all Church Business Meetings shall be announced on one (1) Sunday and one (1) midweek meeting immediately preceding the business meeting.

SECTION 3:

The administration of the Church and the duties of all officers shall be in accord with Biblical principles and with these Bylaws.

ARTICLE X – FINANCES

All Church funds shall be raised only by direct freewill offerings. It shall be the duty of every member either to use the envelope system or to give in some other systematic manner. Ministries within the Church may raise funds by other means approved by the Board of Elders. At the request of the Board of Elders, an external firm or licensed CPA from the church membership shall be hired to review the financial records of the Church not less than once in every five years.

ARTICLE XI – COMMITTEES

SECTION 1: APPOINTMENT & TENURE OF COMMITTEES

All committees, their members and chairperson, shall be appointed by the Senior Pastor, with the approval of the Board of Elders, and shall be directly responsible to the Board of Elders. These committees, members, and their chairpersons, shall serve for one (1) year or until their successors are appointed, or until it is decided that the committee has completed its task.

SECTION 2: COMPOSITION & DUTIES OF COMMITTEES

(a) Missions:

- (1) The committee shall consist of five (5) or more members.

shall be for an indefinite period. The Associate Pastor(s) should not be affiliated with any inclusivistic, unbiblical denomination or body. He must be in full sympathy with the interchurch and associational views and policies established by this Church. The Associate Pastor(s) shall be expected to unite with the Church by the first quarterly business meeting after his arrival. The Board of Elders shall vote, if necessary, on the advisability of a vote of confidence in the Associate Pastor(s). If they feel such a vote of confidence is needed, they shall recommend such action to the Church. Retention of the Associate Pastor(s) shall require a three-fourths majority (75%) of the ballots cast. Should the Church desire to dissolve the relationship with the Associate Pastor(s), it may do so by giving a one (1) month notice at any duly called business meeting. Should the Associate Pastor(s) desire to leave, he may do so by giving a one (1) month notice. This provision may be waived if agreed upon by both parties.

SECTION 3: OFFICERS

- (a) Officers to be selected and approved annually by ballot of the voting membership are as follows:
- (1) Three (3) Elders for a term of three (3) years each.
 - (2) A Treasurer for a term of one (1) year.
 - (3) An Assistant Treasurer for a term of one (1) year.
 - (4) One or more Deacons, as needed, for a term of three years.
 - (5) One or more Deaconesses, as needed, for a term of two years.
 - (6) A Clerk for a term of one (1) year.
 - (7) A Missions Treasurer for a term of one (1) year.

- (8) A Financial Secretary for a term of one (1) year.
- (b) Each officer must be approved by a three-fourths (75%) majority of the ballots cast.
- (c) Terms of office shall begin as of May 1st of each year.
- (d) Officers shall be at least 21 years of age and, with the exception of the Pastor and the Pastoral Associates, shall be active members of the Church for at least one year prior to selection, and shall continue to be active during their term of office.
- (e) No person shall hold more than one office unless exception is made, because of extenuating circumstances, by a three-fourths (75%) majority of the ballots cast.
- (f) A period of one year shall be required prior to reselection of an Elder. Exception may be made if the minimum number of Board members cannot be attained otherwise.
- (g) All other officers can serve for a maximum of six (6) consecutive years. This provision may be waived under extenuating circumstances.
- (h) Vacancies occurring during the year may be filled at any business meeting called upon the recommendation of the Board of Elders.

SECTION 4:

The Chairman, Vice Chairman, and Secretary of the Board of Elders shall be designated as Trustees and in addition to their regular duties shall act as required under laws of the State of Illinois. These Trustees shall hold legal title to all Church property.

Lord's Supper shall be observed on the first Sunday of each month unless otherwise scheduled for good cause. The Sunday School shall hold regular sessions on Sunday mornings throughout the year.

SECTION 2: BUSINESS

- (a) Church business meetings shall be held in May, August, November and February, unless rescheduled for just and due cause .
- (b) Special meetings may be called by the Board of Elders, the Pastor, or by a written request presented to the Board of Elders by ten (10) members. Said meeting and its purpose must be announced from the pulpit at the services on at least one (1) Sunday and one (1) midweek meeting immediately preceding the called meeting. Only announced business shall be considered at any special meeting.
- (c) Fifty (50) members shall constitute a quorum. All members 18 years of age or over shall have the right to vote on all regular business and matters of a corporate nature as set by State law. A three-quarters majority (75%) vote shall decide all matters of business unless otherwise specified herein, or as provided in Robert's Rules of Order.
- (d) The fiscal year of the Church shall begin on May 1st and end on April 30th. All organizations of the Church shall cause their fiscal year to correspond to that of the Church.
- (e) A meeting for the adoption of budgets and for the approval of officers shall be held yearly in April.
- (f) The Annual Business Meeting of the Church shall be held within two months after the close of the fiscal year and shall include written reports as directed by the Board of Elders, and any other business that may properly be entertained.

publish this information quarterly. At the expiration of his term, records and property under his control shall be transferred to his successor.

SECTION 9: FINANCIAL SECRETARY

He shall receive all income of the Church and shall deposit such funds in depositories authorized by the Trustees. Funds shall be properly safeguarded and deposits made promptly.

- (a) The Financial Secretary shall keep a record of the income of the Church, including a record of giving through the envelope system, and shall be prepared to furnish receipts to contributors for tax purposes as needed.
- (b) All monies shall be counted by the Financial Secretary or any officers with the assistance of at least one other person authorized by the Chairman of the Board of Elders.

SECTION 10:

The Missions Treasurer, the Financial Secretary and the Deaconesses shall have the right to appoint such assistants as they may need, subject to the approval of the Board of Elders.

SECTION 11:

The Board of Elders shall organize at its first meeting following the annual selection of new officers.

ARTICLE IX – MEETINGS

SECTION 1: WORSHIP

The stated meetings of the Church shall be on the Lord's Day, morning and evening, and a midweek service on Wednesday evenings, or as otherwise designated by the Board of Elders. Other meetings for worship, instruction, or fellowship may be authorized by the Pastor and Board of Elders. The ordinance of the

ARTICLE VIII - DUTIES OF OFFICERS

SECTION 1: SENIOR PASTOR

It shall be his duty to preach and administer the ordinances of the Church. He shall call upon members who are sick or in spiritual need, and perform such other duties as are incumbent upon his office. The pastor shall be a member ex-officio of all boards and committees of the Church. He may delegate some of these responsibilities to the Pastoral Associate(s).

Details affecting his personal schedule shall be determined by consultation with, and action by, the Board of Elders.

All salaried employees shall be under the supervision of the Pastor.

SECTION 2: PASTORAL ASSOCIATE(S)

The duties of Pastoral Associate(s) shall be those agreed upon by the Pastor and Board of Elders.

SECTION 3: ELDERS

- (a) General Duties: They shall assist the Pastor in carrying out the program of the Church, being responsible for the spiritual affairs and visitation ministry of the Church. They shall oversee the activities of the educational ministry of the Church. They shall assist in the administration of the Lord's Supper and Baptism. They shall have final authority over all Church publicity (newspaper, radio, television) and shall have authority to approve or disapprove all Church publications that are distributed for public use. They shall conduct annual performance reviews with all pastoral staff. They shall maintain regular communication with the Deacons.
- (b) They shall supervise and enforce discipline in the Church; they shall supervise and aid in the outreach ministry of the

Church; they shall examine all candidates for membership, being responsible that they receive copies of the Constitution and Bylaws. They shall see that proper provision is made for regular meetings of the Church. They shall be responsible for finances of the Church, and shall be authorized to spend monies to the extent of ten thousand dollars (\$10,000) per incident without vote of the Church. They shall prepare for approval in the month preceding the annual meeting, a Church budget for the ensuing year.

(c) The Chairman of the Board of Elders shall serve as Moderator of official Church business meetings.
SECTION 2:
PASTORAL ASSOCIATE(S)

The duties of Pastoral Associate(s) shall be those agreed upon by the Pastor and Board of Elders.

SECTION 4: DEACONS

The Deacons exist to free the spiritual leaders of the church, the Elders, for the spiritual ministries of the Word and of prayer by equipping the body to care for the church's physical needs. The Deacons will be seven in number, and will serve in submission to the Elders. Deacons will meet at least once every two months for strategy and accountability, and will provide a quarterly report to the Elders. Deacons will be responsible for overseeing the physical needs of the church building and grounds, including improvements, maintenance, and renovation. Additionally, the Deacons shall address the physical needs of individuals and families, via the Benevolence Fund. The Deacons will also recruit and train workers to address the physical needs of the Church. The Elders will be responsible to accord the Deacons such powers and authority as may be required to perform these various tasks and duties. Funds will be budgeted by the Elders to perform these tasks and duties. Deacons will be authorized to utilize these funds, as budgeted. Any expenditure of over \$10,000 (Ten Thousand Dollars) that has not been specifically budgeted must be presented to the Elders and approved by the Church. The Deacons, however, will not

be required to oversee the construction of a new facility or a major addition to a present facility. This task will be the responsibility of a special committee established for that purpose by the Elders, which will include, but not be restricted to, Elders, Deacons and Pastors.

SECTION 5: DEACONESSES

The Deaconesses shall be six (6) in number, each selected for a term of two (2) years. They shall assist the Pastor in caring for baptismal candidates and preparing the elements for the Lord's Table.

SECTION 6: TREASURER

He shall make disbursement of funds as authorized. He shall make a report monthly and annually to the Board of Elders and quarterly to the Church membership. At the expiration of his term, he shall transfer to his successor all funds, records and property under his control.

SECTION 7: CHURCH CLERK

The Clerk shall maintain accurate records of the business proceedings of the Church. The Clerk shall be custodian of the Archives. The Clerk shall maintain a register of the members and their addresses, and how and when received and terminated. The Clerk shall request letters of dismissal or transfer from other churches upon request of candidates for membership and shall issue letters of membership termination to other churches upon authorization of the Pastor and Board of Elders. At the expiration of his term, the Clerk shall transfer to his successor all property and records of the Church under his control.

SECTION 8: MISSIONS TREASURER

The Missions Treasurer shall automatically be a member of the Missions Committee for his tenure of office; shall make disbursements of funds as authorized by the Church membership; shall keep accurate records of all monies received and disbursed and shall