



# THE BYLAWS OF FAMILY BAPTIST CHURCH

## PREAMBLE

The members of Family Baptist Church, desiring to honor the Lord Jesus Christ, hereby adopt the following biblical principles of government and order stated in the bylaws as a declaration of our commitment to carry out the work of the Lord Jesus Christ in a proper biblical fashion. We provide these bylaws as a declaration of what we believe and of our goals for this Church.

## ARTICLE I: NAME & OFFICES

**Section 1. NAME:** The name of this church is Family Baptist Church.

**Section 2. OFFICES:** The principal office of the Church shall be located at 2201 Girard Avenue North, city of Minneapolis, county of Hennepin, state of Minnesota. The church may have such other offices, either within or without the state of Minnesota, as the Board of Deacons with the approval of the congregation may determine from time to time.

## ARTICLE II: PURPOSE

**Section 1. TOWARD GOD:** The purpose of this church is to exalt and glorify Jesus Christ our risen Head by conducting ourselves in accordance with His Word, the Bible, to disciple and edify the saints, and to evangelize the lost.

**Section 2. TOWARD EACH OTHER:** To promote the worship of God; properly administer the biblical ordinances; administer church discipline; teach the Word; ordain pastors; commission missionaries and license ministers of the Gospel.

**Section 3. TOWARD OTHERS:** To seek to win the lost to Christ through personal witnessing and public preaching of the Gospel; to support a positive Christian testimony in our community and establish a strong missionary program for world evangelism; to minister to people in accordance with the objectives of the church; to assist and help people spiritually, socially, mentally, physically and emotionally.

## ARTICLE III: STATEMENT OF FAITH

Family Baptist Church, in a desire to identify the primary biblical principles on which the church stands and to state what the church believes, hereby declares:

- A. The Bible, the sixty-six books in the Old and New Testaments, is inspired, was without error in its original writing, is the sole authority for faith and practice.
- B. There is one, and only one, living and true God. In the unity of the Godhead there are three persons, "Father, Son & Holy Spirit," equal in essence but having distinct work.
- C. The Genesis account of Creation is to be accepted literally, not figuratively. We believe man was created directly by God in His own image and likeness and did not evolve from any lower form of life.
- D. Man, although created without sin, fell by Adam's transgression so all mankind is now sinful by state, disposition and act, justly under God's condemnation.
- E. The only way of salvation for sinners is by grace through faith. Salvation was made possible by the substitutionary death and glorious resurrection of the Son of God. The Gospel is the message that salvation is available through belief in the person and work of the Lord Jesus Christ. The blessings of salvation are made free to all by the Gospel. It is the duty of all to accept the Gospel by faith and all who do so receive all of the benefits of salvation and are eternally secure.
- F. Scripture presents the sanctification of believers as occurring in three phases: positionally "at salvation," progressively "by the Holy Spirit and the Word," and is complete "at glorification." The New Testament gifts of tongues, miracles and prophecy are not given today.

G. Genuine regeneration will manifest itself by righteous attitudes, edifying conduct and good works to the extent each believer submits to the influence and leading of the Holy Spirit.

H. A local church is an organized congregation of baptized believers associated together by a common faith and fellowship in the Gospel. We believe each congregation should be self-governing, subject to no external human agency, as it carries out the will of the Lord Jesus Christ. We believe Christian baptism symbolizes the individual's identification with Christ and the Christian faith. Christian baptism illustrates the believer's co-crucifixion and co-resurrection with Christ. Christian baptism is immersion of a believer in water. We believe the Lord's Supper is a commemoration of the death of Christ, shows the believer's devotion to Christ and affirms the promise of Christ's return.

I. Civil government is of divine appointment, for the good order of human society. Church and state should be separate, the state affording the church protection and full freedom. A free church in a free state is the present ideal.

J. The blessed hope of a believer in this age is the imminent, personal, pre-tribulational, premillennial appearance of Christ to rapture His church. The second coming of Christ concludes Daniel's seventieth week of judgment on Israel and results in the establishment of the Davidic Kingdom on earth. Following the 1000-year reign of Christ, the Great White Throne Judgment will occur at which time the bodies and souls of the wicked shall be reunited and cast forever into the Lake of Fire.

#### **ARTICLE IV: DOCTRINAL STATEMENT**

In further clarification of the Statement of Faith, the doctrinal statement of this church is as follows:

**Section 1. THE SCRIPTURES:** The Bible shall be our final source for both belief and practice.

A. The Bible, consisting of 39 books in the Old Testament and 27 books in the New Testament, is without error in its original writing. Each word (verbally) and every part (plenary) was given by God through the instrumentality of holy men. The Bible is both divine and human in its origin and yet remains incapable of error (infallible) and trustworthy in all its content.

B. A translation of the Scriptures retains the authority of the original only to the extent it faithfully conveys the words and message of the original writing. Interpretation of the Scriptures shall be based on the historical, grammatical, normative use of the language at the time they were written (Proverbs 30:5; John 17:17; II Timothy 3:16; II Peter 1:19-21; Revelation 22:18,19).

**Section 2. THE TRIUNE GOD:** There has been and forever will be only one living and true God. He is an infinite, eternal, sovereign Spirit. He is the Maker and Supreme Ruler of Heaven and earth. He is beyond description in His glorious holiness. He is worthy of all honor, confidence, and love. In the unity of the Godhead there are three persons: God, the Father; God, the Son (the sinless, only begotten Son of the Father) and God, the Holy Spirit (a person, not a force). These three are equal in every divine perfection. They execute distinct but harmonious offices in the great work of redemption and in everything they do (Exodus 20:2,3; I Corinthians 8:6; II Corinthians 13:14; Revelation 4:11).

**Section 3. SATAN:** The Bible calls Satan the unholy god of this age. He is the ruler of all the powers of evil (darkness). Unlike God, Satan is a created being and is not omniscient, omnipresent nor omnipotent. Originally, he was the most glorious of all God's creatures. Through pride and by an act of his will, he sought to establish himself as the equal of God. He thus fell and is incapable of redemption. At the resurrection of Christ, Satan was judged and cast out of his position. At the end of time he will again be judged by God. He will exist forever in a state of eternal punishment in the Lake of Fire (Matthew 4:11; II Corinthians 4:4; I John 4:4; Revelation 20:10).

**Section 4. CREATION:** The Genesis account of creation is a literal, historically accurate account of the direct work of God. The work was completed in six days and He rested on the seventh, with each day being 24 hours in duration. It is neither allegory nor myth. All creation began by the spoken command of God. It did not evolve from previously existing matter or forms of life. All humanity descended from the historical Adam and Eve, the first parents of the entire human race (Genesis 1 & 2; Colossians 1:16,17; John 1:3).

**Section 5. THE FALL OF MAN:** Adam was created in innocence (without sin) and was subject to God, his Maker. By voluntary disobedience, Adam fell from his sinless and happy state. As Adam's descendants, all of humanity are sinners by nature and conduct. At birth we all inherit Adam's fallen nature and incur the guilt of his sin. By choice we each rebel and sin against God. As a result, both individually and as a race, mankind is totally depraved, under the just condemnation of God, without defense or excuse (Genesis 3:1-6,24; Romans 1:18-32; 3:10-19; 5:12-19).

**Section 6. THE VIRGIN BIRTH:** Jesus was begotten of the Holy Spirit in a miraculous manner as no one else ever was or ever shall be. He was born of the virgin, Mary. He is both the Son of God and the Son of Man (Genesis 3:15; Isaiah 7:14; Matthew 1:18-25; Luke 1:35; John 1:14; Hebrews 1:8).

**Section 7. THE ATONEMENT FOR SIN:** The salvation of sinners is divinely initiated and is entirely by grace. It is accomplished exclusively through the mediatorial office of the Son of God. Jesus freely took upon Himself our nature, and yet He remained personally without sin. He honored the divine law by His personal obedience. By His death He made a full atonement for the sins of the whole world. His atonement consisted in the voluntary substitution of Himself in the sinner's place: the Just dying for the unjust. The atonement was not obtained by Jesus setting us an example by dying as a martyr. This was Christ, the Lord, bearing our sin on the cross (Isaiah 53:4,5; Jonah 2:9; Matthew 18:11; John 3:16; Acts 15:11; Romans 3:24,25; I Corinthians 15:3; II Corinthians 5:21; Philippians 2:7,8; Hebrews 2:14; I John 4:10).

**Section 8. RESURRECTION AND PRIESTHOOD OF CHRIST:** On Resurrection Sunday, in His physical body, Jesus Christ rose from the grave. He later ascended into Heaven. He now sits at the right hand of the Father as our only Intercessor and High Priest (Matthew 28:6,7; Mark 16:6; Luke 24:2-6; John 20:27; Acts 1:9-11; I Timothy 2:5; Hebrews 2:17; 5:9,10; 7:25; 12:2; I John 2:1; Revelation 3:21).

**Section 9. THE NEW BIRTH:** In order to be saved, a sinner must be born again. This new birth is an instantaneous event and not a process. Salvation is by grace through faith, plus nothing. In the new birth, the person "dead in trespasses and sins" is made a partaker of the divine nature and receives eternal life. This is a free gift of God. Personal salvation is brought about by our sovereign God in a manner totally beyond our comprehension. It is accomplished through the power of the Holy Spirit working in connection with divine truth (the Word of God), in a way that secures our voluntary obedience to the Gospel.

A. An individual is saved when he or she recognizes:

1. he or she is a sinner and
2. unable to earn or merit salvation and
3. he or she puts his or her trust for salvation completely and only in Christ as the Son of God, in His finished work on the cross of Calvary and in His resurrection from the dead.

B. The evidence of salvation in a person's life appears in the holy fruits of repentance, faith and newness of life.

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

**Section 10. JUSTIFICATION:** Justification is the gracious and judicial act of God by which He declares us to be righteous. It is accomplished because the righteousness of Christ is received through faith in Him. Justification includes the forgiveness of all our sin (past, present and future) and the crediting (imputation) of Christ's righteousness to our account. This is solely through faith in the redeeming death, burial and resurrection of our Lord, Savior and Redeemer, Jesus Christ (Acts 13:39; Isaiah 53:11; Zechariah 13:1; II Corinthians 5:18-21; Romans 5:1-9; 8:1).

**Section 11. REPENTANCE AND FAITH:** Biblical repentance is a willful change of mind and purpose toward God, produced by the Holy Spirit. It is often characterized by godly sorrow for sin because sin is offensive to God and ruinous to both the soul and the body. True repentance is inseparably related to true faith (Luke 13:1-3; 15:7; John 6:29; Acts 8:22; 16:31; Romans 2:4-5:1; II Corinthians 7:10; Ephesians 2:8,9).

**Section 12. SANCTIFICATION:** Sanctification is the divine, threefold action of setting apart a believer unto God.

A. Initial sanctification is an eternal act of God. At the moment of redemption through faith in Christ, justification places the believer in a position of absolute holiness.

B. Progressive sanctification is a continuing process in the believer as the Holy Spirit applies the Word of God to his or her life, conforming the believer to the likeness of Christ.

C. Final sanctification, the final phase of this process, will take place at the Lord's return, at which time the believer shall be glorified.

(Hebrews 3:1; 10:10-14; John 17:17; II Corinthians 3:18; I Corinthians 1:30; Ephesians 5:25,26; I Thessalonians 4:3,4; 5:23,24; Ephesians 5:27; I John 3:2; Jude 24,25; Revelation 22:11).

**Section 13. THE SECURITY OF ALL BELIEVERS:** All who are truly born again can never again become lost. The power of God keeps believers secure in Christ. Sin in the believer's life disrupts fellowship with God, but it can never cause the loss of salvation (John 10:28,29; Romans 8:35-39; Ephesians 1:13,14; 4:30; Philippians 1:6; I John 5:13).

**Section 14. THE CHURCH:** There is a unity of all true believers in the one universal church, the Body of Christ. The universal church was established on the day of Pentecost. All believers in Christ, from Pentecost to the Rapture, both Jews and Gentiles, are at the moment of salvation added to this universal church by the baptism of the Holy Spirit. This baptism is the judicial placement of every believer into the body of Christ, and occurs as part of initial sanctification. This universal church is to be represented by the local church.

A. The local church is an organized congregation of baptized believers associated by a covenant of faith and fellowship of the Gospel; who observe the ordinances of Christ; who teach the Word; who are governed by His laws and who exercise the gifts, rights and privileges invested in them by His Word. Family Baptist Church is organized as a local New Testament Baptist church. A New Testament Baptist church:

1. is an organized body of believers who have been immersed upon a credible profession of faith in Jesus Christ;
2. has two scriptural offices (pastors and deacons);
3. is organized and operates as a congregational structure;
4. has banded together for work, worship, the observance of the ordinances and the worldwide proclamation of the Gospel;
5. is a local church with the absolute right, under God, of self-government, free from the interference of any hierarchy of individuals or organizations;
6. has one and only one Head, Jesus Christ, through the Holy Spirit;
7. believes it is scriptural for true churches to cooperate with each other in contending for the faith and for the furtherance of the Gospel, where each local church is the sole judge of the measure and method of its cooperation; and
8. believes all matters of membership, policy, government, discipline and benevolence the will of each local church is final.

(Ephesians 3:1-6; I Corinthians 12:12-18; Acts 2:41-47; I Corinthians 11:2; Ephesians 1:22,23; 4:11; Romans 12:3-8; I Timothy 3:1-7).

**Section 15. CHURCH ORDINANCES:** Two church ordinances are established by the New Testament: baptism and the Lord's Supper.

A. Christian baptism is the complete immersion of a believer in water. It is conducted under the authority of the local church. Its purpose is to:

1. identify that believer publicly with the person, message and church of our Lord Jesus Christ;
2. demonstrate the believer's obedience to the command of God;
3. demonstrate in a visible way the believer's association by faith with the death, burial and resurrection of our Lord Jesus Christ;
4. be an early step of obedience in the Christian's life and is, therefore, a prerequisite to membership in the local church.

B. The Lord's Supper (communion) is the commemoration of Christ's death until He returns. It is administered under the authority of the local church. It should always be preceded by solemn self-examination. The Lord's Table is not a denominational table. We invite anyone to participate who is saved, in fellowship with the Lord and associated with a New Testament local church of like faith and practice (I Corinthians 11:17-32; Romans 6:1-4; Matthew 28:19,20).

**Section 16. SEPARATION:** The Bible commands us as individuals and as a local church to separate unto God, and from worldliness and doctrinal error.

A. This separation should always be done in brotherly love and for the glory of God.

B. Unity through Christ cannot be obtained by the compromise of biblical principles.

(II Corinthians 6:14; 7:1; I Thessalonians 1:9,10; I Timothy 6:3-5; Romans 16:17; II John 9-11).

**Section 17. CIVIL GOVERNMENT:** Civil government is of divine appointment for the safety, interests and good order of human society. Government officials are to be prayed for, honored and obeyed. It is the duty of every Christian to abide by all the laws and statutes of civil government except for those things contrary to the will of our Lord Jesus Christ, the only Lord of the conscience and the coming King of Kings (Romans 13:1-7; II Samuel 23:3; Exodus 18:21,22; Acts 23:5; Matthew 22:21; Acts 4:19,20; 5:29; Daniel 3:17,18.)

**Section 18. THE RAPTURE AND SUBSEQUENT EVENTS:**

A. The Rapture: The return of Christ for His church (the Rapture) is imminent (could occur at any moment), pre-tribulational and pre-millennial. At that moment those who believed in Christ before they died shall be raised in glorified bodies. Immediately after, the living in Christ shall be given glorified bodies without experiencing death. Together they shall all be caught up to meet the Lord in the air (I Thessalonians 4:13-18; I Corinthians 15:42-44,51-54; Philippians 3:20,21; Revelation 3:10.).

B. Subsequent to the Rapture: At some time after the Rapture, the events of the seventieth week, as reported in the book of Daniel (also called the seven-year tribulation), will begin. This is a time of testing for Israel and punishment of the wicked world. The tribulation will culminate in the public return (the revelation) of Jesus Christ in power and great glory (His second coming). He will then sit upon the throne of David and establish His literal 1000-year (millennial) reign (Daniel 9:25-27; Matthew 24:29-31; Luke 1:30-33; Isaiah 9:6; Acts 2:29,30; Revelation 20:1-4,6).

**Section 19. ISRAEL:** God has sovereignly elected Israel as His chosen people. He has made an eternal covenant with them. Israel is now dispersed because of her national disobedience and her rejection of Christ. After the rapture of the Church, Israel will be restored into the Promised Land. During this re-gathering she will undergo seven years of tribulation. Those Jews who survive the tribulation without taking the mark of the Anti-Christ will welcome the returning Jesus Christ to the throne of David in His Millennial Kingdom. We believe in the biblical command to "Pray for the peace of Jerusalem" (Genesis 13:17,18; Psalm 122:6; Jeremiah 31:27-40; Ezekiel 37; Romans 9-11).

**Section 20. THE RIGHTEOUS AND THE WICKED:** There is a radical, essential difference between the righteous and the wicked. Only those who are justified by faith in our Lord Jesus Christ and sanctified by the Holy Spirit of God are truly righteous by God's standards. All who continue in the natural state of unbelief are wicked in His sight. At death there is everlasting and eternal blessedness for the saved in the presence of Christ. There is everlasting existence and conscious eternal suffering for the lost in the Lake of Fire (Malachi 3:18; Genesis 18:23; Romans 6:17,18; I John 5:19; Romans 6:23, 7:6; Proverbs 14:32; Luke 16:25; Matthew 25:23-41; John 8:21; Revelation 20:14,15).

**Section 21. SPIRITUAL GIFTS:** The Holy Spirit makes a local church function as a New Testament local church. To do this He gives spiritual gifts to believers so the church may function with power and efficiency. The gifts and gifted individuals were and are determined by the direct biblical need of the church. Some offices and gifts were foundational in nature (to get the church started) and some offices and gifts are functional in nature (to keep the church going). Not all the offices or gifts of the first century church are needed or operative today.

A. The foundational gifts include the offices of apostle, prophet, as well as the sign gifts of speaking in tongues, healing and revelatory prophecy. These gifts were temporary and are not operative today.

B. The functional gifts include teaching, preaching, mercy, love, peace and perhaps many more. These gifts are still given today. All believers have been given at least one gift with which to serve the church. All gifts, working together, promote a balanced ministry in the church.

C. Although a local church is to be a "charismatic" church, since the word "charismatic" means "grace gift," we do not believe the modern day tongues and gifts movement is biblically or theologically correct

(I Corinthians 12,13; Romans 12; Ephesians 4:7-11; I Peter 4:7-11.)

## **ARTICLE V: CHURCH COVENANT**

The members of Family Baptist Church, in the presence of God and this congregation, as one body in Christ, will be expected to enter into a covenant with one another, to the limit of their abilities and understanding. The covenant reads as follows:

**Section 1. FOR OURSELVES:**

- A. We have been led by the Holy Spirit to receive the Lord Jesus Christ as our Savior and
- B. we have made a public profession of this faith and
- C. we have been baptized by immersion in the Name of the Father, the Son and the Holy Spirit and
- D. we desire to live lives that honor Christ, to present ourselves to the world as a Christ-honoring congregation.

**Section 2. TOWARD OUR CHURCH:**

- A. To walk together in Christian love;
- B. to strive for the advancement of this church in knowledge, holiness and comfort;
- C. to promote its prosperity and spirituality;
- D. to attend its services regularly;
- E. to uphold its worship, ordinance and doctrines;
- F. to give it a sacred pre-eminence over all institutions of human origin;
- G. to give faithfully of our time and talent in its activities;
- H. to contribute cheerfully and regularly, as God enables us, for the support of the ministry, the expenses of the church, the relief of the poor and the spread of the Gospel throughout all the world;
- I. to support and submit to the biblical discipline practiced by this local church;
- J. to unite with another church of like faith and practice as soon as possible if or when we move from this community. In the event there is no such church, we shall seek to establish one.

**Section 3. TOWARD OTHERS:**

- A. To maintain regular family and private devotions;
- B. to train up our children by following the principles of the Word of God;
- C. to teach our children to follow the principles of the Word of God;
- D. to seek the salvation of our family and friends;
- E. to live Christ-like in this present world;
- F. to be just in our transactions, faithful in our commitments and a good testimony in our conduct;
- G. to avoid all gossip, backbiting, malice, jealousies, envies, strife and actions done in anger.

**Section 4. AS A WITNESS:**

- A. To avoid activities that bring dishonor to our Lord Jesus Christ;
- B. to avoid activities that knowingly, or with wanton disregard for the souls of others, cause fellow believers to stumble;
- C. to avoid activities that hinder a witness to others of Christ.

**Section 5. AS A BROTHER OR SISTER:**

- A. To encourage one another in the blessed hope of our Lord's return;
- B. to be considerate of one another in brotherly love;
- C. to remember each other in prayer;
- D. to aid each other in sickness and distress;
- E. to cultivate Christian empathy and courtesy in speech;
- F. to be slow to take offense and always ready to reconcile, being ever mindful of the commandments of our Savior to seek it without delay.

**ARTICLE VI: MEMBERSHIP**

### **Section 1. REQUIREMENTS:**

- A. Profess to be born-again through faith in Jesus Christ.
- B. Have been baptized by immersion following the profession of faith in Christ (see baptism as defined in the Statement of Faith and Doctrinal Statement).
- C. Demonstrate a desire to live a consistent Christian life.
- D. Acknowledge the Statement of Faith and Doctrinal Statement define the accepted teachings of Family Baptist Church.
- E. Recognize and accept the authority of these bylaws and covenant.
- F. Membership in the church shall be open to all, regardless of race, sex, color or social status.

### **Section 2. PROCEDURE:**

- A. Those desiring to join this church shall give their testimony, either in written form or so that it may be reduced to writing and thereafter be retained by the church.
- B. Those desiring to join this church shall sign a statement they have received, read and are in agreement with the Bylaws and Covenant and acknowledge the Statement of Faith and Doctrinal Statement define the doctrinal position and teaching of the church (revised June 7, 1997).
- C. The senior pastor and Board of Deacons shall determine whether there is need of any additional requirement for discipleship.
- D. After the senior pastor and Board of Deacons have examined and given unanimous recommendation to the church, the candidate will give a public testimony of salvation experience at a regularly scheduled service.
- E. The church will vote upon the recommendation of the senior pastor and the Board of Deacons. Upon a fifty-one (51%) affirmative vote, the candidate will be received into membership.

### **Section 3. RESPONSIBILITIES AND PRIVILEGES:**

- A. Every member of the church is encouraged to attend its meetings, to work for its growth, to represent our Lord and church in the community and to contribute regularly and according to their ability for its work in both its local and outreach programs.
- B. Members shall strive, with God's help, to keep their covenant obligations. They shall hold their pastors and deacons in esteem and pray for them, as well as other officers of the church. They shall endeavor to preserve the unity of the church.
- C. All members have the right to voice their opinion on any subject even if their opinions are different than the opinion of the senior pastor, deacons, officers, or other members; but all things shall be done decently and in order, with Christian concern. If the issue(s) cannot be resolved and they still find themselves opposed to the practice or teaching of the church, they shall not seek to disrupt its fellowship, but shall quietly withdraw from its membership. A disorderly member may be subject to discipline and exclusion by official action of the church pursuant to these bylaws.
- D. Following the command in I Corinthians 6:1-8, no member shall take any legal action against Family Baptist Church, its leadership or its members for its counsel, practices, ordinances, doctrine or any disciplinary action.
- E. Each member in good standing shall be entitled to one vote on each matter submitted to a vote of the members. There shall be no cumulative voting:
  - 1. Only members in good standing, as defined in these bylaws, are qualified to vote.
  - 2. Only members who are of legal voting age shall vote on matters pertaining to the purchase, sale or mortgaging of property.
  - 3. Members who have reached their sixteenth (16) birthday shall be eligible to vote on all other matters.

**Section 4. ASSOCIATE MEMBERSHIP:** This is provided for individuals, typically students, who desire to retain membership in their home church. Such persons must meet the same membership qualifications as a full member of this church and be a member in good standing of a church of like faith and practice. They may serve in any of the ministries of

the church but do not have voting privileges. Associate memberships terminate each June 30 and may be renewed upon approval of the senior pastor and Board of Deacons.

## **ARTICLE VII: MEETINGS OF MEMBERS**

**Section 1. THE FISCAL YEAR:** The fiscal year of the church shall be July 1 through June 30 of the following calendar year.

**Section 2. ANNUAL BUSINESS MEETING:** The Annual Business Meeting shall take place on the second Wednesday in June. The purpose of this meeting shall be the election of deacons, the election of officers, the adoption of the annual budget, the distribution of annual reports, and the consideration of any other such business as seems appropriate. If the annual Business Meeting of the members cannot, in the opinion of the senior pastor, be held as scheduled, then the Annual Business Meeting shall be held at a time and place designated by the Board of Deacons.

**Section 3. SPECIAL MEETINGS:** Special meetings of the members may be called by the senior pastor, the Board of Deacons, or not less than one-tenth (1/10<sup>th</sup>) of the members having voting rights, at a place designated by the Board of Deacons. If no designation is made the place of meeting shall be the principal office of the church in the State of Minnesota.

**Section 4. NOTICE OF MEETINGS:** Written or printed notice stating the place, date and hour of any meeting of members shall be delivered either personally or by mail to each member entitled to vote at such meeting, not less than five (5) nor more than twenty (20) days, before the date of such meeting, by or at the direction of the senior pastor, the Board of Deacons or persons calling the meeting. In case of a special meeting, or when required by statute or by these bylaws, the purpose(s) for which the meeting is called shall be stated in the notice. If mailed, the notice of a meeting shall be deemed to be delivered when deposited with postage thereon prepaid in the United States mail addressed to the member at his or her address as it appears on the records of the church.

**Section 5. INFORMAL ACTION BY MEMBERS:** Any action required by law to be taken at a meeting of the members, or any action which may be taken at a meeting of the members, may be taken without a meeting if a consent in writing, setting forth the action so taken, is signed by all the members entitled to vote with respect to the subject matter thereof.

**Section 6. QUORUM:** Members holding ten percent (10%) of the votes that may be cast at any meeting shall constitute a quorum at such meeting. If a quorum is not present at any meeting of members, a majority of the members present may adjourn the meeting from time-to-time without further notice. When a quorum has been present at a meeting and members have withdrawn from the meeting so less than a quorum remains, the members present may continue to transact business until adjournment, provided the numeric number for a quorum for a membership meeting shall not be less than the numeric number required for a Board of Deacons' meeting.

**Section 7. PROXIES:** Only for the purpose of establishing a quorum for meetings may a member entitled to vote do so by proxy executed in writing by the member or by their duly authorized attorney-in-fact. No proxy shall be valid after two (2) months from the date of its execution, unless otherwise provided in the proxy.

**Section 8. WRITTEN BALLOT:** All elected personnel shall be elected by a written ballot. They shall assume their duties on the following July 1<sup>st</sup>.

**Section 9. MINIMUM AGE:** Voting members must be sixteen (16) years of age or older and in good standing with the church as stated in these bylaws.

### **Section 10. RULES FOR TRANSACTION OF BUSINESS:**

A. The church may transact business at any of its regular services, provided announcement has been made as to the nature of the business at no less than three (3) previous services. Special business meetings may be called by the senior pastor, Board of Deacons or by petition of at least fifteen percent (15%) of the members in good standing. Notice of such meetings must be made from the pulpit in no less than three (3) previous Sunday services and appear in the bulletin on the Sunday preceding the meeting. The primary purpose of these meetings must be stated. Good taste will limit business conducted on Sunday to a minimum.

B. Normal matters of business to be presented to the congregation shall come by way of recommendation from the senior pastor or Board of Deacons.

C. Church action at all business meetings shall be determined by a majority vote of the members present and voting, unless otherwise specified in these bylaws.



D. Twenty-five percent (25%) of the voting members shall constitute a quorum for annual or special meetings. This quorum shall not apply to the reception of members or to the adoption of amendments.

E. The senior pastor shall preside at all business meetings of the church. In cases where he may be absent, someone else appointed by the senior pastor shall preside. When the business to be transacted is of such a nature as to involve him personally, the chairman of the Board of Deacons shall preside.

F. Robert's Rules of Order, to the extent approved by the congregation, shall be the parliamentary guide in all matters of business unless otherwise specified in these bylaws.

G. The election of the senior pastor and other elected personnel shall be by ballot. All other voting may be done by the method called for by the moderator, except as otherwise directed by the wishes of the congregation.

## **ARTICLE VIII: CHANGE IN MEMBERSHIP STATUS**

### **Section 1. DISMISSAL OR CHANGE IN MEMBERSHIP STATUS:**

A. *Voluntary.* Members in good standing may at their own request have their church letter sent directly to another church of like faith and practice with which they wish to unite. Upon favorable vote of the Board of Deacons, a letter shall be sent.

B. *Exclusion.* Membership may change as a result of church discipline as defined in these bylaws.

C. *Absenteeism.* Should any member be absent from the services of the church for a period of three (3) consecutive months without justifiable cause, the member may be considered inactive. This means the member forfeits *his* or her voting privileges and automatically becomes subject to the dismissal procedure if he or she does not become active. To become active the member must be regular in attendance, manifesting a sincere and cooperative spirit, for four (4) consecutive weeks.

1. Should the member choose not to become active, dismissal procedure consists of three steps:
  - a. If practical, the member is visited by the senior pastor and/or Board of Deacons after the member has been absent for three (3) consecutive months. At this visit the member is questioned concerning any problem and urged to become active.
  - b. Typically, the member shall be given two (2) consecutive weeks to show evidence in becoming an active member.
  - c. If the member fails to demonstrate satisfactory evidence, the member shall be notified that on a given date the member may be dismissed by vote of the congregation.
2. Members who move away will be allowed six (6) consecutive months to find a church of like faith and practice before this article will apply. In such cases, the above procedure will be carried out as soon as possible by means of correspondence or some other reasonable alternative manner as determined by the senior pastor and the Board of Deacons.

D. *Erasure.* When it has been established the member has united with another church without notifying this church the member shall automatically be erased from the membership roll. No church action is necessary.

E. *Death.* The names of deceased members shall be removed from the active *membership* and be placed on a memorial membership list.

F. *Withdrawal.* A member in good standing and not under disciplinary action or review for disciplinary action may quietly withdraw from church *membership* by written request to the Board of Deacons. Any member who is no longer willing to abide by these bylaws has a duty to withdraw from membership. No church vote is required under these circumstances for such a withdrawal.

Any member who withdraws from membership is encouraged to communicate the reasons for withdrawal to the Board of Deacons and otherwise to be discreet, having regard for the unity and peace of the church. All names dropped from the membership shall be reported to the church at a regular weekly service.

**Section 6. FORMATIVE AND CORRECTIVE DISCIPLINE:** In matters of discipline that do not require action by the congregation as otherwise provided herein, the investigation and action of the Board of Deacons, under the direction of the senior pastor, shall be confidential in nature, and the senior pastor and the Board of Deacons shall be the sole determiner of the discipline. Any member found living contrary to the teachings of Scripture or the bylaws of this church shall be admonished by the Board of Deacons in brotherly love, in accordance with the applicable principles of Scripture (Matthew 18:15-17; Galatians 6:1; Hebrews 10:24,25). In all cases restoration and reconciliation shall be desired and prayerfully

sought. The Board of Deacons, by affirmative vote of two-thirds (67%) of all of the members of the board, may suspend the activities of a member, if appropriate.

- A. The purpose of church discipline shall be:
1. In love, to help errant members recognize and repent of their sins so they may be restored to fellowship with the Lord and this church (Galatians 6:1).
  2. In love, to maintain the purity of this church by removing those who are unrepentant toward their sins (I Corinthians 5:7,11).
  3. In love, to restrain others from committing sin (I Timothy 5:20).
- B. The New Testament recognizes three (3) principle causes for exclusion:
1. Sins of carnal behavior that obscure the holiness of God, such as moral impurity, perversion, covetousness, idolatry and/or personal difficulties hindering the ministry and fellowship of the church (Matthew 18:15-17; II Thessalonians 3:6; I Corinthians 5:11).
  2. Sins of divisiveness that bringing confusion and schism to the congregation (Romans 16:17).
  3. Sins that violate the truth of God by promoting false doctrine or heresy in doctrine (Titus 3:10; II Timothy 2:14-18; II John 10,11; II Peter 2:1-3).
- C. When a member falls into either moral or doctrinal error, or causes division within the church, corrective discipline may be required.
- D. In matters between individuals the offender must be confronted first on an individual basis. If there is no repentance, the offender must be confronted with the original individual and an additional individual who will act as a witness. If there is still no repentance, the matter will go to the senior pastor and the Board of Deacons. Offenses shall be examined by the senior pastor and the Board of Deacons and, if deemed appropriate, presented to the congregation (Matthew 18.15).
- E. A member who claims to have been unjustly disciplined after an attempt to resolve the matter directly with the senior pastor and the Board of Deacons may petition the Board of Deacons to address the congregation. The member's request must be submitted in writing to the senior pastor and the Board of Deacons no later than thirty (30) days after the judgment of the Board of Deacons. The senior pastor or his designee shall submit the member's request to the congregation. If the congregation does not vote to hear the matter, the decision shall stand as the final ruling on the matter and the member shall not have any further right of appeal to the congregation. However, if the congregation votes to hear the matter, the senior pastor or his designee shall present the matter to the congregation for a vote pursuant to these bylaws, which vote shall then be the final resolution of the matter by the church.
- F. A member who has been removed from membership under this section and desires re-admittance may be restored to membership by giving satisfactory evidence to the senior pastor and the Board of Deacons of repentance and reformation. The applicant shall then follow the regular procedure for membership as defined in these bylaws (Galatians 6:1).

**Section 8. TRANSFER OF MEMBERSHIP:** Membership in this church is not transferable nor assignable.

**Section 9. EXAMINATION OF CHURCH ROLLS:** The church roll shall be examined quarterly and annually by the church clerk, senior pastor and the Board of Deacons, and shall be brought up-to-date as necessary and the results published.

## **ARTICLE IX: PASTORAL STAFF**

**Section 1. THE SENIOR PASTOR:** The senior pastor is to teach, encourage, protect and lead the congregation entrusted to him in the power of the Spirit and following the direction of the Word. The senior pastor is to equip the saints for the work of ministry.

A. *Qualification.* Any candidate for the pastoral staff of the church shall be a man ordained as a Baptist pastor and meets the requirements as set forth in II Timothy 3:1-6 and Titus 1:5-9.

B. *Calling.* No later than one week after the office of senior pastor becomes vacant, the Board of Deacons shall select seven persons, at least four of whom must be deacons, to form a pulpit committee. All members of the pulpit committee shall be members in good standing of Family Baptist Church. The membership of the committee shall remain intact until the installation of the senior pastor at which time it shall be disbanded.

1. The pulpit committee shall immediately assume its responsibility of assembling a list of prospective candidates, evaluating, screening and interviewing prospective candidates and recommending to the Board of Deacons the man whom they feel should be the candidate. Only such men shall be recommended who can and will conscientiously subscribe without mental reservation to the Statement of Faith, the Doctrinal Statement and these bylaws of Family Baptist Church, ordained Baptist pastors.
2. Upon affirmative vote, 51% of the Board of Deacons, the pulpit committee shall arrange for the candidate to visit and minister in a church service or services. At this time members of the church shall be given opportunity to question the candidate. He shall also be interviewed by the Board of Deacons.
3. After the candidate has preached to the congregation, the pulpit committee shall make its report and recommendation to the congregation. Voting by the congregation shall be by written ballot. A minimum of two-thirds (67%) of the marked ballots shall be required to extend a call. Since only one candidate shall be considered at a time, no more than two weeks shall pass from the time the candidate has preached to the congregation until he is notified of the congregation's decision.
4. The pulpit committee shall be responsible to notify the candidate of the vote, extend a call if the vote so warrants, make arrangements for his compensation, expenses and any other terms and conditions of service to the church, subject to final approval by the Board of Deacons. The call and acceptance shall be confirmed in writing. A candidate will be given no less than seven consecutive days to respond. Thereafter, the Board of Deacons and the senior pastor shall review the agreement prior to the adoption of the next annual budget.

C. *Duties of the Senior Pastor.*

1. Upon assuming his pastoral duties, the senior pastor and his wife shall automatically become members of the church and must thereafter meet the qualifications of a member in good standing throughout the term of the senior pastor's call.
2. The senior pastor shall preach regularly at the church services, administer the ordinances, act as moderator of church business meetings and be an ex-officio member of the Board of Deacons, wholly owned subsidiaries (if any) and all committees of any kind and type whatsoever. He shall have the oversight of the entire work of the church and shall perform the duties common to his office.
3. All independent contractors and employees of the church and subsidiaries, if any, shall be selected, hired, managed and discharged with the knowledge and approval of the senior pastor and according to approved procedures as amended from time to time.
4. The senior pastor shall annually subscribe to the Statement of Faith, Doctrinal Statement and these Bylaws. Upon refusal to do so he shall be deemed to have resigned.

D. *Term of Office of the Senior Pastor.*

1. He shall serve for an indefinite period of time with the right to terminate his services upon thirty days prior written notice to the Board of Deacons.
2. If at any time the senior pastor's performance or his relationship to the church shall be deemed unsatisfactory, the Board of Deacons shall privately discuss such matters with him and seek to solve the problem. If the relationship continues to be unsatisfactory, it shall be the responsibility of the Board of Deacons at a special business meeting to bring a recommendation to the congregation as to appropriate action. Notification of such a church business meeting shall be made at least two consecutive regular Sunday services prior to the date of said meeting. A sixty-seven percent majority of votes cast shall be required for the dismissal of a senior pastor.
3. Formal accusations against the senior pastor shall be submitted in writing at an official meeting of the Board of Deacons and shall not be considered unless supported by the testimony of at least two individuals (I Timothy 5:19). If he subscribes to doctrinal error or engages in conduct not becoming a senior pastor of the church, the Board of Deacons, in brotherly love, shall attempt to correct him (Galatians 6:1). If the matter cannot be resolved, it shall be brought to the congregation

in the manner described in the previous paragraph. If accusations are made against the senior pastor and this procedure is not followed, the accusers may be subject to church discipline.

4. If the senior pastor is dismissed, he shall vacate the pulpit immediately, including all other pastoral duties, but shall receive thirty days compensation (including benefits), or more if approved by the Board of Deacons. If living in premises provided or paid for by the church, he shall vacate within thirty days. The Board of Deacons may extend additional time to vacate the premises.

E. *Vacancy of the Office of the Senior Pastor.* Whenever the church is without a senior pastor, the pulpit committee shall assume leadership in searching for a new senior pastor. In such a situation the pulpit committee:

1. Shall be responsible to supply the pulpit until such times as a new pastor assumes the office of senior pastor.
2. Shall decide whether or not to recommend an interim pastor. Upon such a recommendation, the suggested name shall be approved by the Board of Deacons and they shall recommend him to the congregation. If such a person is approved, his duties shall be specified in his call. Any pulpit supply or interim pastor must be in agreement with the doctrinal statement of Family Baptist Church.
3. If an interim pastor is not called and invested with the duties of a senior pastor, the Board of Deacons shall recommend to the congregation a member of the pastoral staff or a deacon to coordinate pastoral ministries and be the chief administrator of the church.

**Section 2. ASSOCIATE PASTORAL STAFF:** According to the needs of the church and within the limits of the approved budget, the senior pastor may search for and recommend one or more associate pastor(s) who shall serve as pastoral staff under the supervision of the senior pastor. Appointments of associate pastoral staff are subject to approval of the Board of Deacons and the vote of the congregation.

A. Unless otherwise designated, an associate pastor shall be responsible directly to the senior pastor who shall assign his duties.

B. An associate pastor shall be required annually to subscribe to the Statement of Faith, the Doctrinal Statement and agree to abide by these bylaws. Upon refusal to do so, the associate pastor shall be deemed to have resigned.

C. Upon assuming his pastoral duties, the associate pastor and his wife shall automatically become members of the church and must thereafter meet the qualifications of a member in good standing throughout the term of the associate pastor's call.

D. The associate pastor shall meet the Scriptural requirements for service and shall evidence godliness of life.

## ARTICLE X: BOARD OF DEACONS

**Section 1. QUALIFICATIONS OF DEACONS:** Members of the Board of Deacons must be active adult members of the Church, in good standing, at least twenty-one years of age and have a lifestyle which demonstrates a growing relationship with Christ.

Any candidate for the office of deacon of the church shall be a mature adult male, a member in good standing, and one who demonstrates a growing relationship with the Lord. All candidates for and members of the Board of Deacons must meet the requirements as set forth in I Timothy 3:8-13. (Amended June 24, 2007)

### **Section 2. ELECTION OF DEACONS:**

A. If there is an adequate number of properly qualified men available, one deacon shall be elected for every ten to fifteen family units who are part of Family Baptist Church. The ratio of deacons to family units shall not exceed one deacon per ten family units, nor fall below one deacon per fifteen family units, except as due to the lack of properly qualified men to fill the office of deacon. Within those bounds, deacon positions may be added at the discretion of the senior pastor and with the approval of the Board of Deacons. A family unit is hereby generally defined as all members of a household who are related by marriage, blood, or legal custody, of which at least one individual is a member of Family Baptist Church. Any questions as to the definition of a family unit shall be settled by the Board of Deacons. (Amended November 7, 1999)

B. The men considered for the office of deacon shall be actively involved in evangelism and have been active members of the church for at least six months. Full-time employees of the church shall not hold the office of deacon.

C. Deacons shall be elected at the annual meeting of the congregation and shall serve a staggered three-year term. Special elections may be held during the church year at the discretion of the senior pastor, with the approval of the Board of Deacons. Barring subsequent disqualification or withdrawal on the part of the nominees, nominations from the annual business meeting will stand for the length of the church year, although new nominations will be accepted for special elections. Regarding the effect of special elections upon the length of terms, a deacon who serves for any part of the church year shall be considered to have served an entire year. A man remains eligible for re-election on completion of his term in office and may serve for as many terms as desired so long as he meets the qualifications of being a deacon and is elected pursuant to these bylaws. (Amended November 7, 1999)

**Section 3. AUTHORITY OF BOARD OF DEACONS:** All deacons are to be helpers and assistants to the pastoral staff, especially to the senior pastor. The Board of Deacons fulfills responsibilities granted to them by the congregation through these bylaws and is accountable to the congregation.

**Section 4. DUTIES OF DEACONS:** All deacons are servants of Christ and the church and should look upon their tasks as spiritual ministers for the Lord. It shall be their responsibility to:

- A. Assist the pastoral staff in meeting the spiritual needs of the church.
- B. Manage the procedures involved in the admission of new members.
- C. Assist in the administration of the Lord's Supper and baptismal services.
- D. Be responsible to conduct the regular meetings of the church in the absence of the senior pastor or his designee.
- E. Cooperate with the senior pastor in the general supervision and distribution of all charities of the church.
- F. See that appropriate steps are taken in all cases of discipline.
- G. Assist the senior pastor with the specific needs of the membership whether spiritual, physical, material or social.
- H. Review the status of the church membership list with reference to these bylaws.
- I. Annually elect from among themselves by individual election and upon a majority (51%) vote; a chairman, vice-chairman and secretary.
- J. Be responsible for the maintenance of all buildings and grounds owned by the church.
- K. Develop and recommend the annual budget for approval by the congregation prior to the next fiscal year.
- L. Unless otherwise delegated to the administrative staff, oversee the collection, counting and deposit of all receipts, monitor the financial condition of the church and its ministries.
- M. See accurate financial reports are issued at least quarterly to the congregation.
- N. Unless otherwise delegated to the administrative staff, to sign all checks, to keep records of same and annually effect an audit of all church finances.

## **ARTICLE XI: MEETINGS OF DEACONS**

**Section 1. REGULAR MEETINGS:** A regular meeting of the Board of Deacons shall be held without any other notice than these bylaws. The Board of Deacons may provide, by resolution, the time and place for holding regular meetings without other notice than such resolution. Regular meetings shall be held at the principal office of the church in the absence of a designation in the resolution to the contrary.

**Section 2. SPECIAL MEETINGS:** Notice of any special meeting of the Board of Deacons shall be given at least five days prior to the meeting date, by written notice delivered personally or sent by mail or telegram to each deacon at his address as shown by the records of the church. If mailed, such notice shall be deemed to be delivered when deposited in the United

States mail in a sealed envelope so addressed, with postage thereof prepaid. If notice is given by telegram, such notice shall be deemed to be delivered when the telegram is delivered to the telegraph company. The presence of any deacon at any meeting shall constitute a waiver of notice of such meeting, except where a deacon attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. The business to be transacted at the meeting need not be specified in the notice or waiver of notice of such meeting, unless specifically required by law or by these bylaws.

**Section 3. QUORUM:** A majority (51%) of the deacons shall constitute a quorum for the transaction of business at any meeting of the Board of Deacons; but if less than a majority of the deacons are present at any meeting, a majority of the deacons present may adjourn the meeting from time to time without further notice.

**Section 4. ACTION WITHOUT A MEETING:** Any action that could be taken at a meeting of the Board of Deacons may be taken without a meeting when authorized in writing, signed by all of the deacons. The written action is effective when signed by all of the deacons unless a different effective time is provided in the written action.

**Section 5. CONFERENCES:** A conference among deacons or among members of any committee designated by the Board of Deacons, by any means of communication through which the participants may simultaneously hear each other during the conference, constitutes a meeting of the Board of Deacons, or the committee, provided the same notice is given of the conference as would be required for a meeting and if the number of persons participating in the conference would be sufficient to constitute a quorum at the meeting. Participation in a meeting by that means constitutes personal presence at the meeting.

**Section 6. VACANCIES:** Any vacancy on the Board of Deacons shall be filled by the candidate who received the next highest vote in the most recent election, or by special election, if necessary.

**Section 7. COMPENSATION:** Deacons as such shall not receive any compensation for their services. Nothing herein contained shall be construed to preclude any deacon from serving the church in any other capacity and receiving compensation therefore.

**Section 8. REMOVAL OF DEACONS:** The congregation may, with or without cause, remove a deacon or the entire Board of Deacons from office by a majority (51%) vote of those entitled to vote at a regular or special meeting called pursuant to these bylaws. Neither a deacon nor the entire Board of Deacons shall be removed from office unless a notice of the meeting at which removal is to be considered states such purpose. When a deacon or the Board of Deacons is removed, interim deacons may be elected at the same meeting to serve until candidates for the Board of Deacons are qualified and elected according to the procedure for the election of deacons under these bylaws.

## ARTICLE XII: DEACONESSSES

**Section 1. DEACONESSSES:** Deaconesses are godly women who assist the pastoral staff and the Board of Deacons in the ministry.

### **Section 2. QUALIFICATIONS OF DEACONESSSES:**

A. The deaconesses shall be women who are members in good standing, of mature judgment, of unquestionable Christian character, loyal to the Word of God, devoted to the Lord Jesus Christ.

B. They shall be faithful in attendance of regular services of the church, unless providentially hindered. They shall be separated unto God from the world, shall support the church with their tithes and offerings, and shall be in agreement with the position, direction and leadership of the church.

C. They shall be actively involved in evangelism, not less than twenty-one years of age and have been active members in good standing of the church for at least six months.

D. No deaconess shall be a member of any secret order or lodge, engage in the non-medical use of drugs, tobacco or alcoholic beverages or engage in worldly or Christ-dishonoring amusements.

E. The Bible states there are only two essential offices of the church (pastor and deacons). Deaconesses are not officers of the church.

### **Section 3. ELECTION OF DEACONESSES:**

A. If there is an adequate number of properly qualified women available, three deaconesses shall be elected for the first fifty members. Assuming qualified women are available, one additional deaconess position shall be added for every fifty additional members.

B. The women considered for the office of deaconess shall be actively involved in evangelism and have been active members of the church for at least six months. Full-time employees of the church shall not hold the office of deaconess.

C. Deaconesses shall be elected at the annual meeting of the congregation and shall serve a staggered three-year term. A woman remains eligible for re-election on completion of her term in office and may serve for as many terms as desired so long as she meets the qualifications of being a deaconess and is elected pursuant to these bylaws.

**Section 4. DUTIES OF DEACONESSES:** Subject to the direction of the pastoral staff, they are to prepare the Lord's Table, assist with baptismal services, visit those in need, assist in the social life of the church (e.g. New Year's Eve Services, Easter Sunrise Service, etc.), send flowers and cards to the sick, assist with evangelism and discipleship.

**Section 5. VACANCIES:** Any vacancy among the deaconesses shall be filled by the candidate who received the next highest vote in the most recent election or by special election if necessary.

**Section 6. COMPENSATION:** Deaconesses as such shall not receive any compensation for their services. Nothing herein contained shall be construed to preclude any deaconess from serving the church in any other capacity and receiving compensation thereto.

**Section 7. REMOVAL OF DEACONESSES:** The congregation may, with or without cause, remove a deaconess or all of the deaconesses from office by a majority (51%) vote of those entitled to vote at a regular or special meeting called pursuant to these bylaws. Neither a deaconess nor all of the deaconesses shall be removed unless a notice of the meeting at which removal is to be considered states such purpose. When a deaconess, or all of the deaconesses are removed, interim deaconess(es) may be elected at the same meeting to serve until candidates for deaconess are qualified and elected according to the procedure for the election of deaconesses under these bylaws.

## **ARTICLE XIII: ADMINISTRATIVE POSITIONS**

**Section 1. CHURCH CLERK:** The senior pastor shall appoint, subject to approval of the Board of Deacons, a church clerk whose responsibilities shall be to:

A. Keep full minutes of all transactions of the church at its business meetings.

B. Keep registers of the membership of the church, one chronological and one alphabetical.

C. Keep a record of the names of all members baptized, including the date of baptism.

D. Keep a record of the admission, dismissal and death of members.

E. Enter the full contents of all reports accepted by the church in a book to be kept expressly for that purpose.

F. Keep a record of all full and partial terms of elected officers.

G. Issue letters of dismissal and recommendation pursuant to direction, as appropriate, of the pastoral staff, the Board of Deacons or the congregation.

H. Give reasonable notice of the meetings of the church; give notice of the Annual Business Meeting on each of the three preceding Sundays and publish these notices according to the law.

I. Present annually a written report of the state of the church, giving an account of the members received, dismissed and deceased.

**Section 2. ASSISTANT TREASURER:** The senior pastor shall appoint, subject to approval of the Board of Deacons, an assistant treasurer whose duties shall be:

A. To receive and keep a suitable record of all contributions and offerings and deposit said funds promptly in such bank account(s) as directed by the Board of Deacons.

B. The routine of receiving, counting and recording receipts is left to the discretion and convenience of the assistant treasurer, subject to approval of the senior pastor and the Board of Deacons, but with the stipulation that at least one deacon (or other designated person) shall assist in the counting and initial recording of all funds received. The assistant treasurer may delegate the routine work to assistants as needed, if approved by the senior pastor and the Board of Deacons, but shall maintain the record of individual pledges and contributions.

#### **ARTICLE XIV: COMMITTEES AND CHURCH MINISTRIES**

**Section 1. NOMINATING COMMITTEE:** The Board of Deacons is the nominating committee. The committee is responsible for verifying the eligibility of candidates for the positions of deacon and deaconess. The nominating process shall be as follows:

A. All nominations shall be made in writing by members in good standing to the nominating committee no less than sixty days prior to the scheduled election. The member submitting the name of a candidate must also give his or her identity.

B. Prior to submitting a candidate's name, the individual must verify the candidate is willing to serve if elected and the candidate understands the necessary qualifications of the position.

C. The nominating committee is responsible for verifying the candidate is willing to serve if elected and understands both the duties and the qualifications of the position.

D. The nominating committee will provide the candidate with an application form to complete, sign and return to the committee.

E. The nominating committee will review each application form to assure the candidate is qualified and understands the responsibilities of the position.

F. The nominating committee is to approve all qualified and willing candidates for placement on the election ballot.

G. If the committee discovers a discrepancy, the committee is to first discuss the situation with the candidate. In the event the individual does not qualify, the committee will explain its reasoning to the candidate.

H. The committee will then notify the member who originally submitted the candidate their candidate will not be listed on the ballot. The objective reason will be provided.

I. The candidate may request a meeting before the congregation within five (5) days after being informed of the committee's decision. This request shall be made in writing to the senior pastor, with a copy to the Board of Deacons. The purpose of this meeting would be to have the congregation decide whether the candidate met the qualifications to be placed on the ballot.

J. All elected persons shall be required annually to subscribe to the Doctrinal Statement and agree to abide by these bylaws. Upon refusal to do so, he or she shall be deemed to have resigned and the position shall be vacant.

K. Vacancies shall be filled by the candidate who received the next highest vote in the most recent election or by special election if necessary.

L. All other leadership and teaching positions shall be filled by appointment of the senior pastor unless otherwise specified in these bylaws. All appointments require approval by the senior pastor and the Board of Deacons.

**Section 2. THE PULPIT COMMITTEE:** The Pulpit Committee, whenever authorized by the Board of Deacons, has the responsibility of identifying, interviewing and arranging for candidates for the office of senior pastor.



**Section 3. OTHER COMMITTEES:** The church may have both standing and temporary committees as deemed necessary by the senior pastor and the Board of Deacons.

**Section 4. BUDGET APPROVAL:** The senior pastor and Board of Deacons shall present to the congregation not less than annually a list of committees to serve the church for the coming fiscal year to be included in the annual budget, along with the names of persons suggested for each committee. The senior pastor and Board of Deacons shall prepare and maintain a current description of the duties of each committee.

**Section 5. CHURCH MINISTRIES:** The church may establish, operate and maintain various ministries including, but not limited to, a Sunday school, men's and women's groups, youth groups, choirs and other ministries as desired by the senior pastor and the Board of Deacons, approved by the congregation as part of the annual budget. All such groups shall be considered integral parts of the church and shall not utilize personnel nor follow procedures contrary to the church's Statement of Faith, Doctrinal Statement or these bylaws. Such organizations shall be approved by the Board of Deacons, shall be under the supervision of the senior pastor. Any ministry activity may be suspended at any time by a majority vote (51%) of the Board of Deacons subject to a subsequent vote of the congregation. The ministry leader(s) shall be member(s) in good standing of the church. Any ministry leader ceasing to be a member of the church shall immediately forfeit the leadership in a church ministry and shall return all records, properties or assets thereof to the church.

**Section 6. REPORTS.** All committees (except as elsewhere provided) and all ministries of the church shall give a full written report, in the form and to the extent requested, of the work done during the year. These reports shall be submitted no later than one month prior to the annual business meeting and shall be approved by the pastoral staff or the Board of Deacons prior to publication.

## **ARTICLE XV: ORDINATION, COMMISSIONING, LICENSING**

As an autonomous Baptist church, the congregation has authority to ordain, commission or license upon a two-thirds (67%) vote of the voting members present and voting at a meeting called for that purpose or at a regular business meeting.

**Section 1. ORDINATION:** Only God can call a man to the ministry of the Gospel but it is both scriptural and wise to have such a man commended to the Gospel ministry by a local church.

A. Requirements for ordination. Any candidate for ordination shall be:

1. A member in good standing with this church;
2. a person evidencing high moral character, meeting the scriptural requirements of I Timothy 3:1-7 and Titus 1:5-9;
3. in agreement with the doctrinal stand of the church, including its position on separation;
4. knowledgeable in the Scriptures and theology as evidenced through a public examination by an advisory council composed of messengers from this and other Baptist churches of like faith and practice called by the church for that purpose; and
5. active in Christian service.

B. Procedure of Ordination.

1. Personal discipleship of the candidate to the satisfaction of the senior pastor and the Board of Deacons.
2. Examination of the candidate by a council invited for that purpose by the senior pastor.
3. A favorable vote by the congregation.
4. The church shall proceed with a public ordination service which shall normally be held one or more days following the vote of approval by the congregation.

**Section 2. COMMISSIONING:** Any member who has demonstrated a divine call to serve as a missionary may, after an examination by the senior pastor and the Board of Deacons, be recommended to the church for commissioning. Said member shall be in whole-hearted agreement with the doctrinal position of the church and with its position on separation and shall evidence godliness of life. The commission shall be for an indefinite period of time but may be revoked by the church, at its discretion, or upon the member's termination of church membership.

**Section 3. LICENSING:** Any member who has demonstrated a divine call to minister the Gospel or serve the Lord through the church may, after an examination by the senior pastor and the Board of Deacons, be recommended to the church for licensing. Said member shall be in whole-hearted agreement with the doctrinal position of the church and its position on separation and shall evidence godliness of life. The license shall be for an indefinite period of time but may be revoked by the church at its discretion or upon the member's termination of church membership.

## **ARTICLE XVI: POLITICAL ACTIVITIES**

The church shall abide by the law of the land unless it is in conflict with biblical truth.

## **ARTICLE XVII: AMENDMENTS**

These bylaws may be amended when deemed necessary. Any amendment or additional articles must be submitted in writing to the senior pastor and the Board of Deacons and, if approved, be presented to the congregation in accordance with these bylaws.

**Section 1. GOVERNING RULES:** The following rules shall govern the adoption of amendments:

- A. Fifty percent of the voting members shall constitute a quorum for a meeting for this purpose.
- B. Any changes, modifications or additions shall require a two-thirds (67%) majority vote of the congregation.
- C. Voting shall be by written ballot.
- D. Amendments approved shall become effective immediately, unless other provision is made by action of the congregation.

## **ARTICLE XVIII: DISPOSITION OF CHURCH PROPERTY**

**Section 1. DISSOLUTION:** The title of all real estate and personal property acquired by purchase, deed, gift, transfer, inheritance or other conversance shall be held and administered by the Board of Deacons in the name of this corporation, organized and existing under and by virtue of the laws of the State of Minnesota. In the case the church is ever dissolved, the properties of said corporation will revert only to a church or nonprofit religious corporation believing unequivocally in the doctrine of Family Baptist Church, recognized by the Internal Revenue Service as one organized exclusively for religious purposes. Dissolution may occur by a two-thirds (67%) vote of the members in accordance with these bylaws. If this church is dissolved within three years of incorporation, all assets automatically shall become the property of the Fourth Baptist Church, a nonprofit religious corporation.

**Section 2. NO PECUNIARY GAIN:** This church shall not afford pecuniary gain, incidentally or otherwise, to its members. No part of the earnings of the church shall inure to the benefit of nor be distributable to its members, deacons, officers or other private persons except the church shall be authorized and empowered to pay reasonable compensation for services rendered.

**Section 3. ORGANIC DIVISION:** In case of division of the church membership, the church property shall belong to those members who abide by these bylaws.

**Section 4. CONSOLIDATION:** Should a condition arise where a consolidation with another church of like faith and practice be advisable, the senior pastor and the Board of Deacons may be authorized by the congregation to negotiate the terms of such a consolidation insofar as the property is concerned, subject to approval by the congregation.

## **ARTICLE XIX: PROPERTY TRANSACTIONS**

In constructing a building, acquiring, selling real estate or encumbering real estate in the name of Family Baptist Church, the congregation shall act with proper notice of such business, meeting as required by the laws of the state of Minnesota. Such requirement is an announcement for three consecutive Sundays in public services prior to the business meeting.

## **ARTICLE XX: BOOKS AND RECORDS**

The church shall keep correct and complete books and records of account and shall also keep minutes of the proceedings of its members, Board of Deacons, committees having and exercising any of the authority of the Board of Deacons and shall keep at the principal office a record giving the names and addresses of the members entitled to vote. All books and records of the church may be inspected by any member, his or her agent or attorney for any proper purpose, provided reasonable notice has been given prior to the inspection.

## **ARTICLE XXI: CONTRACTS, CHECKS, DEPOSITS, FUNDS**

**Section 1. CONTRACTS:** Within the limits of the approved annual budget, the Board of Deacons may authorize any officer(s) or agent(s) of the church, in addition to the officers so authorized by these bylaws, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the church and such authority may be general or may be confined to special instances.

**Section 2. CHECKS, DRAFTS OR ORDERS:** All checks, drafts or orders for the payment of money, notes or other evidences of indebtedness issued in the name of the church, shall be signed by such officer or officers, deacon, agent or agents of the church and in such manner as shall from time to time be determined by resolution of the Board of Deacons. In the absence of such determination by the Board of Deacons, such instruments shall be signed by the senior pastor or assistant treasurer and countersigned by the chairman of the Board of Deacons of the church.

**Section 3. DEPOSITS:** All funds of the church shall be deposited from time to time to the credit of the church in such banks, trust companies or other depositories as the Board of Deacons may select.

**Section 4. GIFTS:** The Board of Deacons may accept on behalf of the church any contribution, gift, bequest or devise for any legal purpose of the church.

## **ARTICLE XXII: CORPORATE SEAL**

The church shall not have a corporate seal.

## **ARTICLE XXIII: WAIVER OF NOTICE**

Whenever any notice is required to be given under the provisions of the Articles of Incorporation or the Bylaws of the church, a waiver thereof in writing signed by the person or persons entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice.

These articles are hereby adopted as the Bylaws of FAMILY BAPTIST CHURCH this 1<sup>st</sup> day of June, 1997.

*Lee J. Ormiston*  
Rev. Lee J. Ormiston  
Senior Pastor

**FAMILY BAPTIST CHURCH  
AMMENDMENT TO  
Bylaw Article X, Section 1, A, B, C**

A bylaw to amend Bylaw Article X, Section 1, A, B and C known as BOARD OF DEACONS, ELECTION OF DEACONS.

Effective June 24, 2007 the membership of Family Baptist Church, Minneapolis, Minnesota, enacts to amend Bylaw Article X, Section 1, A, B and C as follows:

From:

The Board of Deacons must be active adult members of the Church, in good standing, at least twenty-one years of age and shall have a lifestyle which demonstrates a growing relationship with Christ.

To:

Any candidate for the office of Deacon of the Church shall be a mature adult man, a member in good standing, who demonstrates a growing relationship with the Lord. All candidates for Deacon should meet the requirements as set forth in I Timothy 3:8-13.