

THE CONSTITUTION
AND ARTICLES OF FAITH of
FIRST BAPTIST CHURCH
of CORVALLIS

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PREAMBLE

The Articles of Faith and Constitution set forth the foundational beliefs of First Baptist Church of Corvallis, Oregon, and the fundamental organizational framework and administrative procedures that guide the Congregation in its governance.

As Christians, we rest our faith wholly in Jesus Christ for our salvation and affirm our belief in those principles for which Baptists have historically stood: that Jesus Christ is our only Lord and Savior, that the Bible is our only infallible and sufficient standard of faith and practice; that membership in the local church is limited to regenerated believers; that baptism by immersion should follow a profession of personal faith; that the sanctification of Christians is both progressive and the inevitable and necessary outgrowth of saving faith; that Christ is the Lord of the individual conscience.

As a Baptist church we follow a congregational polity. Sovereignty resides in the congregation as a whole, which makes all major decisions concerning its governance. Specifically, the Congregation affirms individuals to be admitted to or dismissed from membership, elects or dismisses individuals for Lay Elder positions, calls or dismisses Pastors, amends this Constitution, and affirms the Ministry Plan prepared by the Elders. While the congregation has the authority to make all final decisions, it vests authority in the Elders to guide, direct and oversee our corporate ministry. Whenever differences in the interpretation of this Constitution or in the practices or procedures of our ministry arise, we desire to submit them to a careful study of Scripture and to be governed by both its letter and its spirit.

The Constitution also describes three facilitating documents for the governance and operation of the church: an annual Ministry Plan, the Policy Handbook and Personnel Handbook. The Ministry Plan describes the current vision and objectives of the church and the proposed means to accomplish our purposes, including ministry focus, Ministry Leaders and supporting budget. The Ministry Plan and Handbooks are created and maintained by the Elders and the Ministry Plan is affirmed annually by the Congregation.

We as a body of baptized Christians adopt the following Articles of Faith as a summary of our beliefs and the following Constitution as the basis of our government. We ascribe all glory and honor to the Triune God (Father, Son, and Holy Spirit), whom we serve, and whose witness to all members of our community we desire to be.

ARTICLES OF FAITH

The Word of God

We believe that the Scriptures of the Old and New Testaments are the inspired Word of God, inerrant in the original writings, complete as the revelation of God's will for salvation, and the supreme and final authority in all matters to which they speak.

The Trinity

We believe in one God, Creator and Sustainer of all things, eternally existing in three persons, Father, Son, and Holy Spirit, who are equal in every divine perfection and execute distinct but harmonious offices in the work of creation, providence, and redemption.

God the Father

We believe in God the Father, an infinite, personal Spirit, perfect in holiness, wisdom, power, and love. We believe that He concerns Himself providentially in the affairs of men, that He hears and answers prayer, and that He saves from sin and death all who come to Him through Jesus Christ.

Jesus Christ

We believe that Jesus Christ is God's eternal Son, and that He has precisely the same nature, attributes, and perfections as God the Father and God the Holy Spirit. We believe further that He is not only true God, but true man, conceived by the Holy Spirit and born of the Virgin Mary. We believe in His sinless life, substitutionary atonement, bodily resurrection from the dead, ascension into heaven, priestly intercession on behalf of His people, and personal, premillennial, and visible return from heaven at the end of the age.

Holy Spirit

We believe in the Holy Spirit, His personality, and His work in regeneration, sanctification, and preservation. We believe that His ministry is to glorify the Lord Jesus Christ and implement Christ's work of redeeming the lost and empowering the believer for godly living and service.

Man

We believe that God created the human race, male and female, in the image of God and free from sin. We further believe that each member of the human race is a sinner by nature and choice and is therefore spiritually dead. We believe that those who repent of sin and trust in Jesus Christ as Savior are regenerated by the Holy Spirit.

Satan

We believe that Satan is a spirit, a fallen angel who is the author of sin and the cause of the fall of the human race into sin. We believe that he is the open and declared enemy of God and man and the ultimate source of evil in this world.

Salvation

We believe in salvation by grace through faith in Jesus Christ. We further believe that this salvation is based upon the sovereign grace of God, was purchased by Christ on the cross, and is received by each person through faith apart from any human merit, works, or ritual. We believe that salvation results in righteous living, good works, and a concern for others.

The Church

We believe that the Church is the spiritual body of which Christ is the head. We believe that the true Church is composed of all persons who through saving faith in Jesus Christ have been regenerated by the Holy Spirit. We believe that this body expresses itself in local assemblies whose members have been immersed upon a credible confession of faith and have associated themselves for worship, instruction, evangelism, and service. We believe the ordinances in the local church are believer's baptism by immersion and the Lord's Supper. We also believe in the interdependence of local churches of like faith and the mutual submission of believers to each other in love.

Separation of Church and State

We believe that each local church is self-governing in function and must be free from interference by any ecclesiastical or political authority. We further believe that every human being is directly responsible to God in matters of faith and life and that each should be free to worship God according to the dictates of his or her conscience.

Christian Conduct

We believe that the supreme task of all believers is to glorify God in their lives; that their conduct should be blameless before the world; that they share an obligation to assist the less fortunate within the church, the community, and throughout the world; that they should be faithful stewards of their possessions; and that they should seek to realize for themselves the full stature of spiritual maturity in Christ.

Last Things

We believe in the bodily resurrection of the saved, who will dwell with God forever in heaven, and in the condemnation of the lost to hell together with Satan and his angels.

CONSTITUTION OF FIRST BAPTIST CHURCH
OF CORVALLIS, OREGON

ARTICLE I. NAME AND PURPOSE.

SECTION A. NAME.

This organization shall be known as First Baptist Church of Corvallis, Oregon.

SECTION B. PURPOSE.

The purpose of this church is to glorify God by exalting His Son Jesus Christ, through displaying the Gospel in our lives and proclaiming the Gospel with our words, as the Scriptures dictate. Given this purpose, we seek to partner together in the Gospel by helping regenerate believers center their lives on the person, work, and teaching of Jesus Christ. Also, we seek to partner with the Holy Spirit and each other in spreading the Gospel to the unsaved and unreached through personal, local, and global outreach. To these ends, we seek by faith to become a community of believers in Christ who are marked by Christ-exalting worship, Christ-centered community, Christ-focused learning, and Christ-proclaiming outreach.

SECTION C. THE CORPORATION.

1. This corporation is organized for religious, charitable, scientific, literary, or educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code.
2. Notwithstanding any other provision of these articles, this corporation shall not carry out any other activities not permitted to be carried out by an organization exempt from Federal income tax under Section 501(c)(3) of the Internal Revenue Code.
3. The Legal Trustees.
 - a. The legal trustees of the Church shall be the Elders.
 - b. The Elders shall conduct the church's corporate affairs in accordance with the Oregon laws relating to nonprofit organizations, the Articles of Incorporation, and the Constitution.

ARTICLE II. MEMBERSHIP.

SECTION A. PURPOSE, PRIVILEGES AND EXPECTATIONS.

1. The purpose of membership is to ensure professing believers are recognized by, involved with, and committed to a local congregation of fellow Christians. Membership in First Baptist Church is granted by the congregation and comes with certain privileges and expectations.
2. Privileges of Membership.
 - a. Members sixteen years of age and older are eligible to vote on congregational business matters.
 - b. Members eighteen years of age and older are eligible to hold elected and appointed office.
3. Expectations of Members. Expectations include embracing opportunities for worship, growth, service, fellowship, evangelism, discipline, and stewardship.

SECTION B. ELIGIBILITY FOR MEMBERSHIP.

Membership is available to those who:

1. Confess faith in Jesus Christ as Savior and Lord, and
2. Are baptized by immersion following conversion, and
3. Hold beliefs generally consistent with the Articles of Faith as stated in this document, and
4. Desire to unite formally with this congregation and uphold the Biblical responsibilities of church membership.

SECTION C. TYPES OF MEMBERSHIP.

1. Active membership. Members who regularly participate in the life of this congregation are active members.
2. Dual membership. Dual membership is available to those who wish to be formal, active members of our congregation and retain membership in another congregation. A member who holds dual membership has the same rights and responsibilities of an active member. In the event of church discipline, a member of the Elders will contact the other congregation to share the situation and process toward resolution or dismissal.
3. Member On Leave. Those members in good standing who go on extended leave from the congregation for more than six months may apply to the Elders to be designated a Member on Leave. Their status can be changed between Member On Leave and Active Member based upon the recommendation of Elders without a congregational vote. Members On Leave are not Active Members and are not eligible to vote or hold office.

SECTION D. UNITING WITH AND SEPARATING FROM THE CHURCH.

1. The Congregation has final authority regarding all membership matters, and must approve all requests for membership and all separations from membership by two-thirds vote.
2. A person desiring to become a member must present a request for membership to the Elders. The Elders will establish the person's eligibility for membership and, if eligible, recommend them for membership to the congregation for approval.
3. A person may be removed from the membership roll of the church by two thirds congregational vote upon recommendation of the Elders by:
 - a. Requesting a transfer of membership to another congregation, or
 - b. Requesting removal from the membership roll, or
 - c. Continuous inactivity for a period of 6 months or more, substantially failing in their commitment to participate regularly in the life of this congregation, without responding to encouragement for growth and efforts to reconnect with the congregation, or
 - d. Removal through the process of church discipline.
 - e. Deceased members will be automatically removed from the membership roll.

SECTION E. CHURCH DISCIPLINE

1. Purpose of Church Discipline. The purposes of church discipline include the spiritual restoration of the sinning member through their repentance and subsequent reconciliation with the body of Christ (1 Cor. 4:14; Eph. 6:4; 1 Tim. 3:4-5, Gal. 6:1-5; Titus 1:13-14; Heb. 12:1-11), protection of the spiritual health of the church (1 Cor. 5:6-7; 2 Cor. 13:10; Eph. 5:27), and the good of the community to whom we are witnesses of Christ (Mat. 5:13-16; John 13:34; Acts 5:1-14; 1 Tim. 3:7; 1 John 3:10).

2. The Process of Church Discipline. According to the instruction of Jesus and example of scripture, any member of the congregation who is consistently neglectful of their membership commitments, or is consistently guilty of conduct that would dishonor the Lord Jesus Christ, may be brought to the attention of the Elders. The Elders shall, under the direction of a Lead Pastor, investigate the matter in accordance with Mat. 18:15-17; 1 Tim. 5:19-20; 1 Cor. 5:4-5; Gal. 6:1-2. The Elders shall determine the validity and severity of the charges and if congregational church discipline is necessary. If the charges are substantiated, and the person remains unrepentant and thus unwilling to be reconciled to the congregation (1 Cor. 5:7,11-13), the Elders shall recommend a course of discipline to the congregation which may include removal from leadership positions, withholding participation in communion, withholding participation in Congregational Meetings, and removal from church membership.

ARTICLE III. CHURCH LEADERS.

SECTION A. THE ELDERS.

The Elders have primary responsibility for spiritual oversight of the church through the application of biblical principles to its ministries and are granted authority by the congregation.

1. Qualifications of Elders.
 - a. The Elders shall meet the spiritual and moral qualifications set forth in 1 Timothy 3 and Titus 1. They shall serve as examples to the church in speech, conduct, love, faith, purity, and faithfulness.
 - b. Elders shall be active church members eighteen years of age or older.
2. Composition of the Elders.
 - a. The Elders shall number between three and eight members.
 - b. The Elders shall elect their own chair from among the Lay Elders.
 - c. The Elders are composed of Vocational Elders and Lay Elders, with a majority of Lay Elders.
 - d. Lay Elders.
 - i. Terms shall be for three years with a limit of two consecutive full terms followed by a one year sabbatical.
 - ii. Elder terms ideally will be staggered to provide for greater continuity during elder transitions.
 - iii. Elders may be elected at a regular Congregational Meeting or during a Special Meeting.
 - e. Vocational Elders. The Lead Pastor(s) serve continually as Elder(s) for the duration of their tenure as Lead Pastor(s).
3. Shepherding responsibilities of the Elders.
 - a. Maintaining the doctrinal and moral standards of the church.
 - b. Writing the Ministry Plan and reviewing it annually.
 - c. Maintaining general oversight of the corporate worship services and all other spiritual gatherings.
 - d. Promoting the spiritual vitality of individual members.
 - e. Evaluating candidates for church membership.
 - f. Carrying out church discipline.
 - g. Praying with and for the members of the church.
 - h. Administering baptism and communion.

- i. Overseeing and evaluating the effectiveness of the church ministries and Ministry Leaders.
 - j. Promoting the evangelistic outreach of the church.
- 4. Administrative responsibilities of the Elders.
 - a. Developing, implementing, and evaluating the effectiveness of the following documents:
 - i. Ministry Plan.
 - ii. Personnel Handbook, which provides direction and coordination for the pastoral staff. Written in cooperation with the Business Management Team.
 - iii. Policy Handbook, which establishes the general policies and practices of the church. Written in cooperation with the Business Management Team.
 - b. Serving as general overseer of all ministry teams, committees, and programs.
- 5. The Elders, in order to maintain their focus on guiding and directing the church, may delegate responsibility and authority for specific tasks as listed above, to ministry teams or individuals by written request, while retaining oversight and final approval.
- 6. An Elder shall be removed from office by:
 - a. The end of the term, or
 - b. Written letter of resignation to the remaining Elders, or
 - c. Unanimous vote of the remaining Elders to remove the Elder in question, or
 - d. Congregational vote with a majority voting to remove the Elder in question.

SECTION B. THE MINISTRY LEADERS.

- 1. Qualifications for Ministry Leaders.
 - a. Ministry Leaders are men and women who shall serve the church as Biblical deacons and deaconesses, and shall exhibit those principles of Christian character, conduct, and leadership that are described in such Scriptural passages as Acts 6:3, 1 Cor. 12:1-13, Gal. 5:22-25, 1 Tim. 3:8-13, Romans 16:1 and 2 Tim. 2:2.
 - b. All Ministry Leaders shall be active church members eighteen years of age or older.
- 2. Responsibilities of Ministry Leaders.
 - a. Leaders have the responsibility and authority to create and execute programs to accomplish the objectives of the Ministry Team Plan, subject to the oversight of the Elders and Congregation.
 - b. Leaders will build and lead a team, subject to Elder approval, which seeks to accomplish the objectives outlined in the Ministry Plan.
 - c. Leaders will propose and manage their individual Ministry Team plans and their supporting budgets. The Leader has the authority to change the individual Plan and reallocate funds within the team budget during the budget cycle, providing the changes and rationale are reported to the Elders.
 - d. The regular term of a Ministry Leader will be one year, and a Ministry Leader may serve with no limit to the number of consecutive terms.
- 3. Ministry Plan.
 - a. The purpose of the annual Ministry Plan is to articulate the vision, outcomes, leadership, and necessary support of the Ministry Team Leaders and Elders.
 - b. The Ministry Plan shall include the following sections:
 - i. Church direction. This section will be written by the Elders following interaction with the Ministry Leaders.

- ii. Ministry Team plans. Each team's plan will summarize the past year, set vision for the year to come, and include goals, team members, and budget needs.
 - iii. Detailed budget. The Elders, working in harmony with the Business Management Team, will prepare a budget to fund the ministry plans.
 - c. The Ministry Plan will be written by the Elders in collaboration with the Ministry Team Leaders
- 4. Fixed Ministry Teams.
 - a. Physical Properties Team. Responsibilities include overseeing care for the buildings, grounds maintenance of all properties, vehicles, and other facility matters as needed.
 - b. Business Management Team. Responsibilities include:
 - i. Overseeing personnel, insurance and financial matters.
 - ii. Receiving all monies, arranging for the payment of all legitimate obligations of the church, and overseeing practices to ensure integrity in handling church funds.
 - iii. Consulting with the Elders in the preparation of:
 - 1. All general fund budgets and reports,
 - 2. Personnel Handbook,
 - 3. Policy Handbook,
 - 4. Annual review of salaries and benefits of all staff members.
 - c. Missions Team. Responsibilities include:
 - i. Leading the congregation in selecting, communicating with, supporting, and caring for supported missionaries.
 - ii. Preparing and submitting an annual budget to the Elders for approval. The percentage of the church's budget allocation to the Missions budget will be reviewed annually by the Elders and approved by the Congregation at the Spring Congregational Meeting.
 - d. Congregational Care Team. Responsibilities include:
 - i. Overseeing care of the congregation's physical needs, including managing the Fellowship Fund.
 - ii. Managing the membership roll in cooperation with the Elders.
 - iii. Assisting the Elders during baptismal services.
 - iv. Assisting the Elders in preparing and serving communion.
 - v. Organizing ushers and greeters for services.
- 5. Flexible Ministry Teams. In addition to the Fixed Ministry Teams the Elders will develop Ministry Teams to reflect the priorities expressed in the Ministry Plan. These teams are flexible in number and purpose, allowing the Elders and Congregation to quickly respond to the Lord as He calls the church to reflect His love.

SECTION C. OTHER OFFICERS.

- 1. Church Officers must meet all the qualifications of Ministry Leaders.
- 2. The Moderator shall:
 - a. Preside over all Congregational Meetings of the church. An Elder shall preside over the Congregational Meeting in the absence of the Moderator.
 - b. Confer with the Elders and any other group regarding the agendas being brought to the Congregational Meeting.

- c. Conduct congregational votes according to the provisions of the latest edition of Robert's Rules of Order.
 - d. Serve for one year following election except in the case of filling a vacancy, and may serve with no limit to the number of consecutive terms.
3. The Church Treasurer shall:
- a. Serve as a member of the Business Management Team.
 - b. Review the monthly financial transactions of the church and report monthly to the Elders and Ministry Leaders.
 - c. Perform other duties pertaining to the office as may be delegated by the Elders or the Ministry Leader of the Business Management Team.
 - d. Serve for one year following election except in the case of filling a vacancy, and may serve with no limit to the number of consecutive terms.

ARTICLE IV. ELECTIONS AND APPOINTMENTS.

SECTION A. CHURCH LEADERS.

- 1. The individually elected church leaders shall be:
 - a. Lay Elders.
 - b. Moderator.
 - c. Church Treasurer.
- 2. The appointed church leaders shall be the Ministry Leaders.

SECTION B. ELECTION OF LAY ELDERS.

- 1. Nominees must meet the following requirements:
 - a. Meet the biblical qualifications of Elders cited above,
 - b. Be an active member of First Baptist Church for at least one year,
 - c. Attend at least one Elder meeting as a candidate,
 - d. Communicate with at least one current Elder regarding
 - i. The Elders' current projects and workload,
 - ii. The expectations for the role of Elder,
 - iii. The candidate's personal desire to serve as an Elder.
- 2. Candidates to the office of Elder may be identified by:
 - a. The current Elders, or
 - b. A request for consideration from a current member to an Elder, or
 - c. A motion from the floor at a Congregational Meeting.
 - d. All candidates become nominees upon meeting the requirements listed above.
- 3. Introduction of Elder nominees. All nominees to the office of Elder shall be introduced to the church at least seven days before election takes place. Introductions may occur at any large church gathering.
 - a. Nominees will share their testimony and how the Lord is leading them into this position.
 - b. Nominees will respond to questions from the audience, moderated by an Elder representative. If the introduction is made during a Sunday service, the time for questions will occur directly following the service.
 - c. No voting will occur at this event.
 - d. The congregation shall be notified of the introduction at least seven days before the event.

4. Election details.
 - a. Election of Elders shall take place at a Congregational Meeting at least seven days after nominees are presented.
 - b. Lay Elders shall be elected at a Congregational Meeting by a majority of eligible voters present. The term shall be three years unless otherwise designated.
 - c. Elected Elders shall begin their duties at the end of the meeting where elected, unless otherwise designated at time of nomination.
 - d. Election of Lay Elders to fill vacancies may take place at any designated Congregational Meeting.

SECTION C. ELECTION OF MODERATOR AND CHURCH TREASURER.

1. New officers shall be elected at a Congregational Meeting by a majority of eligible voters present. The term will be one year.
2. Newly elected officers shall begin their duties at the end of the meeting where the election occurs, unless otherwise designated at the time of nomination.
3. Nominations to any open office may be made by a member at a Congregational Meeting.
4. Nominees must have agreed in advance to be nominated and to serve if elected, and should be prepared to present their qualifications to the congregation.
5. Election of officers to fill vacancies may take place at any designated Congregational Meeting.

SECTION D. APPOINTMENT OF MINISTRY TEAM LEADERS AND MEMBERS.

1. Ministry Team Leaders.
 - a. Ministry Team Leaders will be appointed by the Elders with the proposed Ministry Plan at the Spring Congregational Meeting and affirmed in by the congregation, but may be appointed at any time when a vacancy occurs.
 - b. The Elders reserve the right to recall or replace Ministry Leaders.
 - c. The regular term of a Ministry Leader will be one year, and a Ministry Leader may serve with no limit to the number of consecutive terms.
2. Ministry Team Members.
 - a. Ministry Team members other than Ministry Leaders shall be invited to the team by the Ministry Leader, subject to approval by the Elders.
 - b. Ministry Team members serve at the pleasure of the Ministry Leader.
 - c. The regular term of a Ministry Team Member will be one year, and they may serve with no limit to the number of consecutive terms.

ARTICLE V. CONGREGATIONAL MEETINGS.

SECTION A. REGULAR CONGREGATIONAL MEETINGS.

1. The Church shall hold regular Congregational Meetings in the Fall, Winter, and Spring.
2. The Elders, in cooperation with the Moderator, shall prepare the agenda for these meetings and as deemed necessary, will provide information and opportunities to prepare the congregation for voting.
3. The agenda shall be provided to the congregation at Sunday services at least seven days before the meeting, and will include names of any nominees for office.

4. Congregational Meetings shall not be scheduled in place of regular services, but may be held in conjunction with those services.
5. For voting purposes, parliamentary authority shall be Robert's Rules of Order.

SECTION B. REGULAR CONGREGATIONAL MEETING TOPICS.

1. Regular Congregational Meetings will include time for:
 - a. Membership Matters.
 - b. Updates from each of the fixed Ministry Teams, and the other Ministry Teams as time allows.
2. Spring Congregational Meeting will include time for approval of the annual Ministry Plan. The Ministry Plan shall be prepared and presented by the Elders and shall include the following:
 - a. Statement of priorities and focus for the coming year and plans to address those priorities.
 - b. Annual church budget.
 - i. The budget shall be effective at the beginning of each fiscal year, which is July 1st.
 - ii. The proposed budget shall be published and distributed at least two Sundays prior to and including the day of the meeting.
 - iii. Prior to voting on the Ministry Plan, a financial report for the current fiscal year shall be distributed and reviewed.
 - c. Ministry Leadership appointments for the next year. Nominated Ministry Leaders must have agreed in advance to be nominated and to serve if approved.
 - d. The text of the Ministry Plan will be made available to the congregation at least 7 days before voting.
3. Fall Congregational Meeting will include updates from Ministry Leaders as the academic year starts.
4. Winter Congregational Meeting will include election of Elders and other officers.

SECTION C. SPECIAL CONGREGATIONAL MEETINGS.

1. A special Congregational Meeting may be called by the Elders, a Pastor, the Moderator, a Pastoral Search Committee, or by any six church members acting as conveners.
2. The name or names of the persons calling the meeting, along with the purpose of the meeting shall accompany the call. No matter shall be considered at this Special Meeting other than that stated in the call of the meeting except by unanimous consent of those in attendance.
3. Announcement of a Special Meeting shall be made at Sunday services at least seven days before the meeting.

SECTION D. QUORUMS.

1. For regular and special Congregational Meetings, fifteen percent of the active members, sixteen years of age or older shall constitute a quorum.
2. For call or dismissal of a pastoral staff member, thirty percent of the active members, sixteen years of age or older, shall constitute a quorum.

SECTION E. VOTING REQUIREMENTS.

1. Except as stated otherwise in this document and except as Robert's Rules of Order provides for a different vote, business shall be transacted by a simple majority of those eligible members present and voting.
2. For creation of a paid pastoral position or to authorize a paid position for a temporary ministry assistant or intern, a two-thirds majority of the required quorum or of those eligible voters present, whichever is greater, shall be required.
3. For the call of a pastoral staff member, a three-fourths majority of the required quorum or of those eligible voters present, whichever is greater, shall be required.
4. For dismissal of a pastoral staff member, a majority of the required quorum or of those eligible voters present, whichever is greater, shall be required.
5. Secret ballot is required for votes for budget approval, church officer election, pastoral call or dismissal, and removal of church members from membership roll for disciplinary reasons.

SECTION F. SUSPENSION OF MEETING REQUIREMENTS.

By unanimous vote at a Congregational Meeting, the congregation may suspend constitutional requirements that pertain to that meeting only, except for quorum and vote proportion requirements.

ARTICLE VI. PASTORAL RELATIONS.

SECTION A: PASTORAL STAFF REVIEW.

1. Each member of the Pastoral staff will be evaluated annually according to his or her job description.
2. Lead Pastors will be evaluated by at least two Elders. Other Pastoral staff members will be evaluated by their supervising Lead Pastor and one other Elder.
3. All evaluations will be reviewed by the Elders.

SECTION B. COMPENSATION AND BENEFIT ALLOWANCES OF PASTORAL STAFF.

The initial annual compensation and benefit allowances of all members of the pastoral staff shall be specifically stated in their respective calls. Thereafter, the Elders and Business Management Team shall review salaries and benefits annually, and any adjustments are to be included in the budget submitted for adoption at the Spring Congregational Meeting.

SECTION C. PASTORAL SEARCH COMMITTEE.

1. Formation:
 - a. In the case of a pastoral vacancy or when the Elders determine there is a need for additional pastoral staff, the Elders may propose to create a new position or fill the vacancy at either a regular Congregational Meeting or at a Special Meeting. The church may decide by a two-thirds majority to accept the proposed action which will initiate the formation of a Pastoral Search Committee.
 - b. The Pastoral Search Committee shall consist of at least five members, nominated and elected by the congregation, and one member of the Elders. In seeking staff for a new position, at least one Lead Pastor shall be included on the committee.
 - c. The Elders shall select one of their members to serve on the Pastoral Search Committee, and when searching for a Lead Pastor the Elders shall select two of their members.

2. Operation:

- a. The Pastoral Search Committee shall organize by electing a chair and a corresponding secretary from among its lay members.
- b. During the search process, the search committee and the Elders shall meet together to pray and evaluate the direction that Jesus Christ is leading His church.
- c. Members shall not reveal specific details of the deliberations until the committee recommends a candidate for consideration. The committee shall take care to protect the interests of any person being considered until it makes its written recommendation presenting the candidate to the church for consideration. Candidates shall not be recommended without their consent.
- d. The committee shall first consider Conservative Baptist ministers and may consider others whose doctrinal position is in keeping with the faith and practices of this church. It shall investigate thoroughly the spiritual, educational, personal, and theological qualifications of each prospective candidate.
- e. The search committee shall meet together with the Elders and the candidate before presenting the candidate to the church for consideration.
- f. The committee shall evaluate the eligibility of the candidate and their spouse for church membership. Lead Pastors will serve as Elders and therefore must meet all requirements for Elders.
- g. The committee shall present one candidate (and spouse for membership) for consideration at a time, a person upon whom it has unanimous agreement.
- h. After a period of consideration by the church and the candidate, the committee will make a formal recommendation whether to extend a call to a candidate.
- i. In the event a vacancy on the Pastoral Search Committee occurs, it may be filled by an election at the next Congregational Meeting.
- j. The Pastoral Search Committee shall coordinate all financial arrangements with the Business Management Team regarding the financial boundaries of the search.

SECTION D. CALL OF A MEMBER OF THE PASTORAL STAFF.

1. The church shall be notified at least seven days before the pastoral search committee presents its recommendation to extend a call. This recommendation may occur at a regular or special Congregational Meeting. Notification to the congregation for this meeting shall be made by letter, email, and announcement during the Sunday service.
2. The detailed terms of the proposed call and all financial arrangements shall be presented to the congregation during this meeting.
3. The Pastoral Search Committee, following approval by the church, shall send the candidate a letter setting forth the terms of the call and provide space for the signatures of the chair of the Pastoral Search Committee, the chair of the Elders, the Moderator, and the candidate.
4. The call shall be considered completed when the written acceptance is received from the candidate.
5. Upon the acceptance of the call of the church, members of the pastoral staff and their spouses shall automatically become members of the church.
6. The call of a Pastor shall be for an indefinite period.

SECTION E. LEAVE OF ABSENCE AND OUTSIDE COMMITMENTS.

Any member of the pastoral staff requesting a leave of absence or partial relief of duties to pursue academic studies or for any other outside commitment must have approval of the Elders.

SECTION F. THE INTERIM PASTORATE.

1. In the event that a vacancy occurs in the pastoral staff, the Elders shall recommend to the church a means of maintaining the work of that office in the interim.
2. The Elders shall be the agency for carrying out the church's decision on the matter of interim work.

ARTICLE VII. NON-PASTORAL STAFF RELATIONS.

SECTION A. DEFINITIONS.

Employees of the church shall be classified as follows:

1. Pastoral Staff. Those staff with titles of Lead, Associate, or Assistant Pastor.
2. Ministry Staff. Those persons employed to work with pastoral staff. These can be temporary or permanent staff, and include Directors, Assistants or Interns.
3. Office staff. Those persons employed to do secretarial, computer, or other office work.
4. Custodial staff. Those persons employed to maintain the physical properties of the church.

SECTION B. MINISTRY STAFF.

1. The church may, by a two-thirds vote, authorize the creation of permanent or temporary ministry director, assistant or intern positions.
2. The description of the position, the terms of the appointment, and the financial arrangements shall accompany the request for authorization of the position.
3. The term of a temporary appointment may not exceed the current fiscal year but may be renewed by the church for a specific term not to exceed one fiscal year.
4. The Elders shall constitute the committee authorized to employ ministry staff.

SECTION C. EMPLOYERS.

1. The church members shall approve the call or dismissal of any member of the pastoral staff.
2. The Elders shall fill any ministry staff position authorized by the church.
3. The Business Management Team shall employ all authorized office and custodial staff.
4. The Business Management Team, in consultation with the Elders, shall be responsible for the dismissal of office and custodial staff.

SECTION D. SUPERVISORS.

1. Lead Pastors report to the Elders.
2. Other pastoral and office staff members shall be assigned to report to a Lead Pastor who will be responsible for their daily supervision.
3. Ministry Staff shall be supervised by the pastor immediately in charge of their work.
4. The Business Management Team shall be responsible for the general supervision of office and custodial staff.
5. Supervisors shall review each employee's work annually. The Elders, in coordination with the Business Management Team, are responsible for assuring completion of staff reviews.

ARTICLE VIII: AMENDMENT.

SECTION A.

This Constitution and Articles of Faith may be amended at any regular or special Congregational Meeting by a vote of two-thirds majority of the required quorum or of those eligible voters present and voting, whichever is greater.

SECTION B.

Notice of the meeting and the proposed amendment(s), along with the names of the persons seeking the change, shall be published in a public document of the church at least four weeks before the Congregational Meeting and in the church bulletin the two Sundays preceding the meeting at which the proposed amendment is to be considered.

ARTICLE IX: DISSOLUTION.

Upon dissolution of this corporation, after paying or adequately providing for the debts and obligations of the organization, the remaining assets shall be distributed by the Elders to a non-profit evangelical Christian fund whose mission is consistent with that of First Baptist Church.