

# **CONSTITUTION OF BECKER BAPTIST CHURCH**

BECKER, MINNESOTA

REVISED 1/18/2026

## ARTICLE I. ORGANIZATION

1. The name of this church shall be the Becker Baptist Church of Becker, Minnesota.
2. The Becker Baptist Church was organized on October 31, 1909, in the Township of Becker, Sherburne County, Minnesota.
3. This organization is a religious corporation with the articles of incorporation filed with the County Register of Deeds May 23, 1910, and recorded in Book F of Miscellaneous Records, page 441.
4. The revised articles of incorporation adopted by this church for the purpose of clarifying the church name were filed November 6, 1970, document #113413 with the county Register of Deeds.
5. This church shall maintain affiliation with Converge Worldwide.

## ARTICLE II. PURPOSE

This church exists as a community of Christians dedicated to the glorification of God and fulfillment of the command of Jesus to make disciples (Matthew 28:19-20) through:

1. Worship and the administration of baptism and the Lord's Supper.
2. Proclamation of the Gospel of Jesus Christ in all the world.
3. Instruction and exhortation of the believers as revealed in the Scriptures.
4. Ministry to the needs of all people, according to scripture.
5. Fellowship and encouragement of believers.
6. Gathering weekly.

## ARTICLE III. MISSION

Our mission is to know Christ and make Him known

## ARTICLE IV. GOVERNMENT

### Section 1. Polity

Recognizing Jesus Christ as the only Head of the Church, this congregation shall seek to ascertain and obey the will of our Lord in all matters of faith and practice.

The government of this Church is vested in the body of members who compose it. Thus, the final authority for decision shall be the congregation to whom the Church Board and the staff are responsible.

### Section 2. Board

The trustees of the corporation shall be known as Church Board Members. Whenever the term "Church Board Member" is used, it shall include "trustee" and whenever the term "trustee" is used it shall include Church Board Member.

### Section 3. Liability

Officers or any members of the Church Board or committee member appointed and/or elected by this Church shall not be personally or individually liable for any error or mistake, act or omission for or on behalf of this Church, occurring within the scope of his or her duty as officer, board or committee member, excepting only for his or her willful misconduct or violation of law.

### Section 4. Annual Meeting

The church shall hold an annual meeting of the membership each year for the purpose of receiving reports, affirming leadership, confirming the budget, and conducting necessary business. This meeting shall take place on or near the first Sunday of May, on a date determined by the Church Board

### Section 5. Fiscal Year

The fiscal year of the Church shall begin on the first day of June and close on the last day of May.

## ARTICLE V. MEMBERSHIP

### Section 1. Admission

A person desiring to unite with this Church who is in full agreement with the Affirmation of Faith of the Church shall meet with the minimum of two Elders or committee of their appointment from the Church Board. In every case, candidates for membership shall give satisfactory evidence of faith in Jesus Christ as personal Savior and Lord, and baptism by immersion. Church membership will be granted upon recommendation of the Elder Board, and a majority vote of the members present at a meeting of the Church.

### Section 2. Responsibilities and Rights

- A. The members of the Church are expected to attend its meetings to work for its growth, to fittingly represent their Lord and Church in the community, and to contribute regularly and according to their ability.
- B. Members shall strive with God's help to keep their Church obligations. They shall hold their Pastor(s) in esteem and pray for their Pastor(s) as well as other officers of the Church and work with them in carrying out the program of the Church. They shall endeavor to preserve the unity of the Church and, if at any time they find themselves opposed to the fundamental doctrines of this Church, they shall not seek to disrupt its fellowship but shall quietly withdraw from its membership.
- C. All members in good standing shall have equal rights, except that only those eighteen years of age and older shall be eligible to vote. There shall be no voting by proxy. Members of this Church have no property rights and upon termination of membership shall be entitled to no interest in the assets.

### Section 3. Dismissal of Members

A member desiring to sever his or her membership shall submit a written request. Any member who joins another church will be dismissed from membership in this church. Dismissal shall also be sought, for any member that disagrees with the Affirmation of Faith. Dismissal shall be effected only after approval by a majority of the members present at a meeting of the Church.

#### Section 4. Discipline of Members

Members who persist in living unchristian lives and who habitually neglect their Church obligations may be removed from membership. The Elder Board shall seek to meet with all such persons in order to restore them to fellowship. Failing to see satisfactory evidence of repentance and reformation, the Elder Board shall report the offenders to the Church, recommending removal from membership.

In all cases of grievances between members, the offenders shall be dealt with in accordance with the rules set forth in Matthew 18:15-20. No public charge shall be made until such reconciliation has been attempted. Charges shall be written and shall be submitted to the Elder Board for further action and possible Church decision.

## ARTICLE VI. DOCTRINE

#### Section 1 Affirmation of Faith

This Church accepts the Scriptures of the Old and New Testaments as inerrant in the original manuscripts and the inspired record of God's revelatory actions in human history and as the authoritative basis for its doctrine and practice. The Affirmation of Faith drawn up and adopted by this Church is regarded as an expression of the essential doctrines of grace as set forth in the Scriptures. The Affirmation of Faith shall be as follows:

#### Affirmation of Faith

##### THE WORD OF GOD

We believe that the Bible is the Word of God, fully inspired and without error in the original manuscripts, written under the inspiration of the Holy Spirit, and that it has supreme authority in all matters of faith and conduct. (2 Timothy 3:16; 2 Peter 1:20, 21)

##### THE TRINITY

We believe that there is one living and true God, eternally existing in three persons; that these are equal in every divine perfection, and that they execute distinct but harmonious offices in the work of creation, providence and redemption. (Deuteronomy 6:4; Romans 1:20; Matthew 28:19)

##### 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 mercifully in the affairs of men, that He hears and answers prayers, and that He saves from sin and death all who come to Him through Jesus Christ. (John 3:16; 4:23, 24)

##### JESUS CHRIST

We believe in Jesus Christ, God's only begotten Son, conceived by the Holy Spirit. We believe in His virgin birth, sinless life, miracles and teachings. We believe in His substitutionary atoning

death, bodily resurrection, ascension into heaven, perpetual intercession for His people, and personal visible return to earth. (Matthew 1:18-25; John 3:16; 2 Corinthians 5:21; Hebrews 7:25)

## THE HOLY SPIRIT

We believe in the Holy Spirit who came forth from the Father and Son to convict the world of sin, righteousness, and judgment, and to regenerate, sanctify, and empower all who believe in Jesus Christ. We believe that the Holy Spirit indwells every believer in Christ and that He is an abiding helper, teacher and guide. (John 14:16, 17, 26; 16:8; 1 Corinthians 3:16; Ephesians 1:13, 14)

## REGENERATION

We believe that all persons are sinners by nature and by choice and are, therefore, under condemnation. We believe that those who repent of their sins and trust in Jesus Christ as Savior are regenerated by the Holy Spirit. (Romans 3:22-26; 10:9, 10; John 5:24)

## THE CHURCH

We believe in the universal church, a living spiritual body of which Christ is the head and all regenerated persons are members. We believe in the local church, consisting of a company of believers in Jesus Christ, baptized on a credible profession of faith, and associated for worship, work and fellowship. We believe that God has laid upon the members of the local church the primary task of giving the Gospel of Jesus Christ to a lost world. (1 Corinthians 12:12, 13, 27; Ephesians 5:23; Matthew 28:19, 20)

## CHRISTIAN CONDUCT

We believe that every human being has direct relations with God and is responsible to God alone in all matters of faith. We believe that Christians should live for the glory of God and the well-being of all people; that their conduct should be blameless before the world; that Christians should be faithful stewards of their possessions; and should seek to realize for themselves and others the full stature of maturity in Christ. (Romans 12:1, 2; Ephesians 2:10; 4:13)

## MARRIAGE

We believe that the Bible is clear about the term marriage and has only one meaning which is objectively set by God. The intent of marriage is a lifelong covenant between one biological man and one biological woman, entered into for companionship, sexual unity, procreation and to display the love Christ has for his Church. We believe that a sexual relationship is intended to be shared only in the biblical covenant of marriage. (Genesis 1:27-28; Matthew 19:4-6)

## HUMANITY

We believe all humanity from conception to death are created in the image of God to bear that image for God's glory. We believe that to destroy the life of an image bearer is sin. Women and men are equal as image bearers, yet created distinctly and immutably male and female. (Genesis 1:26-27; Psalm 139:13-16; Colossians 3:9-10)

## THE ORDINANCES

We believe that our Lord Jesus has committed two ordinances to the local church, baptism and the Lord's Supper. We believe that Christian baptism is the immersion of a believer in water into the name of the triune God. We believe that the Lord's Supper was instituted by Christ for commemoration of His death. We believe that these two ordinances should be observed and administered until the return of the Lord Jesus Christ. (Matthew 28:19; 1 Corinthians 11:23-26)

## THE LAST THINGS

We believe in the personal and visible return of the Lord Jesus Christ to earth and the establishment of His Kingdom. We believe in the resurrection of the body, the final judgment, the eternal happiness of the righteous, and the endless suffering of the wicked. (Matthew 25:31-33; John 5:28, 29; Revelation 20:11, 12).

### Section 2 Church Covenant

This Church also has adopted a covenant as a means by which its members may express their intent to accept the Lordship of Jesus Christ in the life of the Church and in the affairs of daily life.

## ARTICLE VII. AMENDMENTS

This constitution may be amended only at the Annual Meeting of the Church by a three-fourths vote of those qualified members present and voting. A quorum\* must be present and voting. Notice of such amendment shall be conspicuously posted and shall be given from the pulpit on four successive Sunday morning services in advance of the annual meeting.

\*For a definition of a quorum see By-Laws, Article 4, Section 4.

# BY-LAWS

## ARTICLE 1. OFFICERS

### Section 1. Positions

Head Elder

Clerk\*

Financial Steward\*

\*(At the discretion of the Church Board assistants to these positions may be elected)

### Section 2. Qualifications

The qualifications of all officers are the spiritual virtues listed in I Timothy 3:8-13. Each officer must be a church member in good standing and shall have attained the age of eighteen years.

### Section 3. Terms of Office

- A. The Head Elder shall be nominated from among the lay Elders, nominated annually.
- B. The Financial Steward shall be elected for terms of three years.
- C. The Clerk will be appointed by the Church Board for a term of one year.
- D. Office shall be assumed upon the conclusion of any meeting when an election is held.
- E. The Assistant positions shall serve concurrently, if appointed, with the same terms as their counterparts.

### Section 4. Duties

- A. HEAD ELDER. The Head Elder shall preside at business meetings of the Church and of the Church Board.
- B. CLERK. The clerk shall keep minutes of all business meetings of the Church and of the Church Board and shall maintain the membership records. The Clerk will be a non-voting member of the Church Board.
- C. FINANCIAL STEWARD will oversee the Financial Secretary and Treasurer while have a working knowledge of both positions. The Financial Steward also will serve as the Chair of the Stewardship Committee.
- D. All officers shall be under the jurisdiction of the Church Board, be responsible thereto as well as to the membership, and shall render reports as either may direct.
- E. Resignation of any officer shall be in writing to the Church Board.
- F. The ASSISTANT (s), if elected, shall perform duties as needed when the regular officer is not available.

## ARTICLE II. THE CHURCH BOARD

### Section 1. Number of Members

The Church Board shall consist of the Elder Board and Standing Committee Chairs. The Elder Board includes the Senior Pastor and all lay Elders. The Committee Chairs will include the Stewardship Committee Chair, Worship Gatherings Chair, Hospitality and Member Engagement Committee Chair, Outreach and Missions Committee Chair, and Buildings and Grounds Committee Chair.

## Section 2. Qualifications

A. Elder Board Qualifications: Based on 1 Timothy 3:1–7, Titus 1:5–9, and 1 Peter 5:1–4, an Elder shall be someone who:

- Lives a life consistently in pursuit of Christ
- Has convictions that are evident and above reproach
- Is faithful in marriage, (if married)—demonstrating commitment and integrity in the covenant of marriage
- Exercises self-control emotionally, financially, and in personal habits
- Is restrained in behavior, worthy of respect, and welcoming toward others
- Is able and willing to teach, instructing from their level of spiritual maturity and continuing to grow
- Demonstrates gentleness and seeks peace in relationships
- Is faithful and loving in their role as a spouse and parent, modeling Christlikeness in the home
- Is seasoned in the faith and known among the body of believers
- Mature shepherd of the congregation
- Maintains a good reputation in the wider (secular) community
- Be a voting member of the church

B Committee Chair requirements: Based on 1 Timothy 3:8–13. A Committee Chair shall be someone who:

- Is a person of dignity—honest, dependable, and reverent
- Speaks with integrity in all settings; not double-tongued or deceptive
- Exercises self-control emotionally, financially, and in personal habits
- Lives in a manner worthy of respect and fosters a spirit of hospitality
- Holds firmly to the deep truths of the faith with a clear conscience
- Lives in alignment with sound doctrine and spiritual maturity
- Is known by the church body and proven to be above reproach in character and conduct before serving
- If married, is faithful to their spouse and manages their household and children well, showing care, leadership, and Christlikeness in the home
- Be a voting member of the church

## Section 3. Duties

- The Church Board shall have complete responsibility for the administration of all Church business subject to the final authority of the congregation. Every conveyance, sale, or mortgage of the Church deeded property must be ratified by the Church. All undesignated expenditures not provided for the budget greater than 1% of the annual budget for any one item in any one fiscal year shall not be made without the approval of the Church.
- The Church Board shall annually present to the Church a proposed budget for adoption at the annual meeting.
- The Church Board shall maintain a “Manual of Operation” in which the duties of each officer and committee, as well as the Church Board itself, shall be defined.
- The Church Board shall desire to make decisions unanimously. If a unified decision cannot be made within the Church Board after multiple discussions and prayerful consideration, the issue is to be brought to the congregation to be voted on at a special business meeting, where a quorum is present.

#### Section 4. Terms of Office

Elders and Standing Committee Chairs shall be elected for a three-year term with a maximum of two consecutive three-year terms, not to exceed eight consecutive years, in any one position.

#### Section 5. Appointment

- A. Should a Committee Chair position become vacant, the Church Board may appoint an Officer or Committee Chair to fill the open position. The appointee must meet all qualification requirements of Article II, Section 2 and may serve until the subsequent annual meeting, at which time the church shall elect the officer or Committee Chair.
- B. Should an Elder position become vacant, the Elder Board shall nominate a church member to fill the open positions. The nominee will be voted on by the church at a special business meeting. The appointee must meet all qualification requirements of Article II, Section 2 and may serve until the subsequent annual meeting, at which time the church shall reaffirm and elect the Elder.

#### Section 6. Removal

- A. The Church Board may initiate the process by which Church Board members may be removed from office. Sufficient reason for such action is the failure of members or officers to fulfill their responsibilities of office or for conduct impairing their effectiveness. A three-fourths majority vote of the Church Board is required to recommend removal to the Church. A simple majority vote of the Church is required to remove.
- B. A Church Member may initiate the process by which Church Board members may be removed from office by contacting an Elder with their grievance. The Elder then must present the grievance to the Church Board. After the grievance is presented to the Church Board all steps in Section 6, Part A must be followed.

#### Section 7. Elder Board

The Elder Board is tasked with teaching/preaching, equipping and shepherding the flock of Becker Baptist Church. Their primary role is to give spiritual oversight of the church ensuring that doctrine is upheld and ministry is missionally aligned. Practically the most public teaching is the sermon which will by and large be the main work of the vocational Senior Pastor, but this will also be played out in discipleship opportunities, classes, Bible studies. Equipping will be focused on what the believers of Becker Baptist Church need for spiritual growth, for assimilation into the body, and evangelistic impact for the community of Becker. Shepherding the flock is primarily the relational needs of the members, staff, and ministry leaders. This would include the acceptance of new members, prayer for members, staff evaluations, correction of member disputes, and caring in times of tragedy.

The ministry and education programs of the church shall be managed by the Elder Board, which will oversee all age-level and spiritual education ministries, including children's and youth ministries, men's and women's ministries, and adult discipleship programs. The Elders shall ensure that all teaching aligns with the doctrinal convictions of the church and that ministry leaders and teachers are equipped and supported in their roles. This area of ministry represents a forward-facing part of the church's mission, actively shaping the spiritual growth of its members through meaningful discipleship and learning opportunities.

The Elders shall appoint a Program Lead for all of the ministries below:

- Children
- Youth

- Men
- Women
- Adults (age 55+)
- Small Groups

An Elder will be assigned to oversee and partner with each ministry program of the church.

The Elder Board shall also steward the delegated budget with each program lead in accordance with church financial policies and priorities.

Potential Elders will be nominated by the Elder Board and must meet the qualifications outlined in Article II, Section 2. For each Elder position up for election, the Elder Board will submit at least one qualified candidate's name to the Nominating Committee.

The Elders are to serve as partners to the standing committees. They will also act as a resource, offering guidance and support as needed.

#### Section 8. Standing Committees

The Church Board shall carry out portions of its work through standing committees. The Chair of each standing committee shall be elected for three years. Additional members shall be approved by the Chair and require ratification by the Church at the annual meeting or subsequent business meeting.

#### **Stewardship Committee**

The Stewardship Committee shall lead in promoting a biblical understanding of stewardship among the congregation. The Committee shall oversee the preparation of the annual church budget in cooperation with ministry leaders and provide leadership in the church's financial campaigns, giving initiatives, and the promotion of responsible financial management. The Committee shall ensure regular financial reporting to the Church Board and congregation and that policies regarding tithes, offerings, and designated funds are upheld. The Committee shall oversee the processes and platforms used for receiving contributions and ensure that annual giving statements are prepared and distributed to donors.

The Financial Steward shall be the Stewardship Committee Chair.

The Chair shall coordinate an annual financial audit or review in cooperation with the Church Board to ensure accountability and transparency.

Additionally, the Chair shall manage the Committee's delegated budget in alignment with the church's financial policies and ministry priorities.

The Congregation shall elect a Financial Secretary and Treasurer to sit on the Stewardship Committee, for a term of two years:

#### **Financial Secretary**

The Financial Secretary shall maintain accurate records of all monies received and ensure deposits are made in the name of the Church in a bank as directed by the Church Board. The Financial Secretary shall ensure confidentiality is maintained regarding individual giving records and donor information. The Financial Secretary shall work under the supervision of the Stewardship Committee and the Church Board.

### **Treasurer**

The Treasurer shall keep an accurate account of all monies deposited in the bank, pay by check or electronic banking all approved obligations of the Church, and make financial reports to the Church at each regular business meeting and at the annual meeting. The Treasurer shall work under the supervision of the Stewardship Committee and the Church Board.

### **Worship Gatherings Committee**

The Worship Gatherings Committee shall work closely with pastoral staff and worship leaders to plan and support all aspects of corporate worship. This includes the coordination of music, scripture readings, communion server schedule, seasonal worship gatherings, and the use of visual and technical elements in worship. The Committee shall ensure that worship gatherings are conducted in a manner that honors God, reflects the church's theological convictions, and encourages congregational participation and reverence. The Chair shall manage the Committee's delegated budget in alignment with the church's financial policies and ministry priorities.

The Chair shall also appoint and oversee a Service Coordinator to assist in organizing weekly worship service logistics, including volunteer scheduling and service flow.

### **Hospitality and Membership Engagement Committee**

The Hospitality and Membership Engagement Committee shall lead efforts to foster a welcoming and caring church environment. This includes coordinating greeters and ushers, follow-up with visitors, new member orientation, and care ministries such as meal trains and member support during life-changing events. The Committee shall also oversee events that build and nurture relational bonds within the congregation, working to integrate new members and encourage ongoing participation. The chair shall maintain an awareness of the church calendar. The Chair shall manage the Committee's delegated budget in alignment with the church's financial policies and ministry priorities.

The Chair shall appoint a Kitchen Coordinator to help oversee the general use, cleaning, and upkeep of the church kitchen, ensuring it is properly used during church functions.

The Chair shall also appoint a Volunteer Engagement Coordinator, who will direct attendees and members to appropriate volunteer opportunities, maintain records of volunteer involvement, and assist other Committee Chairs in filling needed roles throughout the church.

### **Outreach and Missions Committee**

The Outreach and Missions Committee shall lead the church's local, national, and international mission efforts. The Committee shall coordinate local outreach projects and church involvement in evangelism and service opportunities. The Committee shall direct support for missionaries and mission organizations and mission education. The Chair shall also maintain communication with supported missionaries (minimum of annual updates) and provide updates to the congregation, encouraging a culture of missional living and service. The Chair shall manage the Committee's delegated budget for local, national, and international outreach and missions that align with the church's financial policies and ministry priorities.

### **Buildings and Grounds Committee**

The Buildings and Grounds Committee shall oversee the maintenance, safety, and improvement of all church property, facilities, equipment, and tangible assets. The Committee shall coordinate necessary repairs, routine maintenance, and minor and major capital improvements, direct church staff and approved contractors. The Committee shall supervise

the budget for facilities, organize volunteer workdays, and ensure that the property reflects good stewardship and is prepared to support the ministry needs of the church. Additionally, the Committee shall oversee the rental and usage policy for church facilities and property. The Chair shall manage the Committee's delegated budget in alignment with the church's financial policies and ministry priorities.

#### Section 9. Minimum Meeting Requirements

The whole Church Board will meet monthly. The Elder Board will be expected to meet at a minimum of an additional 11 times a year outside of the Church Board meetings. Committee Chairs will be expected to meet with their respective committees at a minimum of 8 times a year.

#### Section 10. Other Committees

- A. Nominating Committee. The Nominating Committee shall be comprised of at least the Head Elder, one Committee Chair and one member at large. The Committee shall be appointed by the Church Board to serve for one year. It shall be the duty of this Committee to present the name of at least one qualified person for each office up for election. The Committee shall seek the recommendations for potential Elders from the Elder Board. The report of the Committee shall be conspicuously posted one week prior to an election.
- B. Auditing Committee. The Auditing Committee of three members shall be appointed by the Church Board to serve for a period of one year. They shall audit the books of the Financial Secretary and Treasurer once a year and at such other times as the Church Board may direct and submit a written report to the Church at the annual meeting of the prior year's financials. A professional accounting firm may be hired to replace the role and responsibility of the Auditing Committee.
- C. The Church Board may appoint such other committees as it may consider necessary.

### ARTICLE III. MEETINGS

#### Section 1. Public Meetings.

- A. The Church shall meet every Sunday for worship and may also schedule other meetings as deemed necessary.
- B. The observance of the Lord's Supper shall be held as the Elder Board shall advise.

#### Section 2. Church Business Meetings.

- A. Matters of business requiring action by the Church may be presented and acted upon at any scheduled meeting of the congregation.
- B. Special business meetings of the Church may be held at any time by order of the Senior Pastor, Church Board, or upon written request of a quorum of the membership. Such requests shall be submitted to the Head Elder or Senior Pastor.
- C. The annual meeting and annual election shall be held on or near the first Sunday in May.
- D. In the event the Head Elder is not available to conduct a regular or special business meeting, a chairman pro tem shall be appointed.

### ARTICLE IV. ELECTIONS

#### Section 1. Time

The annual election of Church Board and other elected positions shall be held during the annual meeting.

## Section 2. Procedure.

The Nominating Committee shall present the name of one person for each open elective office. For the annual election these names shall be posted and communicated in writing one week prior to the election. It shall be the privilege of any member present to nominate any eligible person for any office, provided the nominee has previously consented to serve. All elections shall be by written ballot, a majority of the ballots cast being necessary for the election of any Church Board member or other elected positions .

## Section 3. Vacancies.

See Article II, Section 5

## Section 4. Quorum.

A quorum shall consist of at least 10 percent and not less than two more members than on the Church Board. For the calling of or dismissal of a pastor, the quorum shall consist of at least 30 percent of the members.

## Section 5. Qualifications of Voters.

All members in good standing shall have equal rights, except that only those eighteen years of age and older shall be eligible to vote. There shall be no voting by proxy.

## Section 6. Absentee Voting.

In any election in which a printed ballot is used, Church members may request an absentee ballot. Qualifications of absentee voters are set forth in Article V, Section 5. The absentee ballot shall be submitted prior to the call to order of the business meeting in which the election is being held.

# ARTICLE V. PASTORAL STAFF

## Section 1. Qualifications

The Pastor(s) shall be in full agreement with the Affirmation of Faith of this Church and shall be compatible and cooperative with the Converge Worldwide.

## Section 2. Duties of the Senior Pastor.

The Pastor shall preach the gospel, administer the ordinances and exercise a concern for the spiritual needs of the Church. These duties shall specifically involve supervision of pastoral staff, assisting in administration of Church Board policy, and oversight, development, and communication of Church programs and goals. The Senior Pastor shall be a member of the Elder Board.

## Section 3. Duties of other Pastoral Staff

All pastoral staff shall exercise a concern for the spiritual needs of the Church and be directly responsible to the Senior Pastor. A written description of duties and responsibilities shall be given to them at the start of their employment. They shall exercise responsibility for all duties for which they were called as well as those to which the Senior Pastor assigns them.

#### Section 4. Establishment of Pastoral Relationships

- A. Selection and duties of the Pastoral Search Committee for Senior Pastor. When it is necessary to call a Senior Pastor, a representative Pastoral Search Committee consisting of two Committee Chairs, two members from the Elder Board, and three members at large shall be named by the Church Board and ratified by the Church. This Committee shall seek a suitable candidate for Senior Pastor of the Church and shall arrange for the Church to become acquainted with the candidate. In seeking a Senior Pastor, the Committee is encouraged to consult the leaders of Converge Worldwide and take suggestions from members of the Church. It shall investigate the merits of the candidate, giving consideration to personal character, quality of faith as demonstrated by the fruits of the Spirit, education, ministerial record and abilities, especially preaching ability. The Committee, in consultation with the Church Board, shall formulate the terms of the call.
- B. Selection and duties of the Pastoral Search Committee for other Pastors. When it is necessary to call other members of the pastoral staff, a representative Pastoral Search Committee consisting of two Committee Chairs, two members from the Elder Board, and three members at large, shall be named by the Church Board and ratified by the Church. This Committee shall create a written description of the duties and responsibilities for the position. It shall seek a suitable candidate for the desired position and shall arrange for the Church to become acquainted with the candidate. In seeking a Senior Pastor, the Committee is encouraged to consult the leaders of Converge and take suggestions from members of the Church. It shall investigate the merits of the candidate, giving consideration to personal character, education, ministerial record and abilities. The Committee, in consultation with the Church Board, shall formulate the terms of the call.
- C. Extension of the Call. The recommendation of the Pastoral Search Committee concerning the call of a pastor and the terms of such call shall be presented to the Church at a special business meeting. Notice of such a meeting and its purposes shall be read from the pulpit two Sundays prior to the meeting. A vote of two-thirds of the members present and voting shall be necessary to extend a call to anyone under consideration. A quorum must be present and voting. Only one candidate shall be presented to the Church at one time. The vote shall be by written ballot.  
When the call has been approved by the Church it shall be sent to the candidate. The candidate's written acceptance of the call shall establish the pastoral relationship as of the date agreed upon by the Church and the candidate.

#### Section 5. Working arrangements with pastors.

All pastoral salary and provisions for vacation and benefits shall be fixed at the time of the call and shall be annually reviewed by the Church Board. Participation in opportunities for service or growth, such as the annual meetings of Converge or professional conferences and workshops will be approved on an individual basis by the Elder Board. The Head Elder, in consultation with the Elder Board, shall provide for an annual review of the relationship between the Senior Pastor and the Church. The Senior Pastor, in consultation with the Elder Board, shall provide for an annual review of other pastoral staff members.

#### Section 6. Dissolution of Pastoral Relationship.

- A. A pastoral relationship may be terminated upon thirty days' notification in writing on the part of a pastor or the Church. The pastor shall first give a written resignation to the Senior Pastor or the Elder Board before it is presented to the Church at a regular or special business meeting. If in the judgment of the Church the continuance of the pastor's ministry should be undesirable, the relationship may be discontinued immediately, but the salary shall be continued for thirty days.

B. Any proposal to dismiss a pastor shall be referred to the Elder Board for its consideration before any action may be taken by the Church. The Elder Board shall be required to present to the Church any written request for the dismissal of a pastor when signed by 20 percent of the membership of the Church. Such action shall be taken at a regular or special business meeting and shall be by closed ballot with a two-thirds majority vote of the members present and voting to carry the motion for dismissal. A quorum must be present and voting. Notice of such a meeting and its purposes shall be read from the pulpit two Sundays prior to the meeting.

- a In the event that the Pastor wins a vote of confidence of the Church at such a meeting, all officers and board members signing such a petition mentioned above in Section 6.B. of this article shall automatically relinquish their office.

## ARTICLE VI. OTHER EMPLOYEES

Other salaried Church employees shall be hired/dismissed by the Church Board. A written description of duties and responsibilities shall be given to them at the start of their employment. They shall be responsible to the Senior Pastor. An annual review shall be performed by the Senior Pastor in consultation with the Church Board. If an issue arises between an employee and the Senior Pastor that cannot be resolved as directed in Matthew 18:15-20, the issue may be brought to a Church Board member. It will then be the responsibility of that Church Board member to bring that issue to the Church Board at the next scheduled meeting. Salaries, terms of relationships, and all benefits shall be fixed at the time of employment and may be changed upon recommendation of the Church Board, within the parameters of the General Fund budget.

All church employees are expected to profess Christ as Lord and demonstrate Christlike character by living with integrity, humility, and love, reflecting the fruit of the Spirit in their conduct, relationships, and service to God and others. Employees shall agree with the Affirmation of Faith.

## ARTICLE VII. AUXILIARY ORGANIZATIONS

No organizations shall be formed or considered a part of the Church organization before its sponsors have submitted their plans to the Church Board for sanction and approval, and such sanction and approval has been granted.

Each organization shall present a report concerning its activities and finances to the Church at its annual meeting.

## ARTICLE VIII. DISPOSITION OF CHURCH PROPERTY

### Section 1. Division.

In case of organic division of the Church, the Church properties shall belong to those members who abide by this Constitution. Should any controversy arise as to who is abiding by this Constitution, the question shall be submitted to the Converge North Central Board of Stewards, and their decision shall be final.

## Section 2. Dissolution

Should conditions arise where a consolidation with another church of the same denomination be advisable, the Church Board shall be authorized by the Church to negotiate the terms of such a consolidation in so far as the property is concerned. A report of such agreement must be made to the Church and approval granted by the Church before any legal papers are signed.

## ARTICLE IX. CONFLICT OF INTEREST

### Section 1. Duty to Disclose

In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the Church Board considering the proposed transaction or arrangement.

### Section 2. Determining Whether a Conflict of Interest Exists

After disclosure of the financial interest and all material facts, and after any discussion with them, the interested persons shall leave the Church Board meeting while the determination of a conflict of interest is discussed and voted upon. The remaining Church Board members shall decide if a conflict of interest exists.

### Section 3. Procedures for Addressing the Conflict of Interest

- A. An interested person may make a presentation at the Church Board meeting, but after the presentation, they shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.
- B. The Head Elder shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
- C. After exercising due diligence, the Church Board shall determine whether the Organization can obtain, with reasonable efforts, a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.
- D. If a more advantageous transaction or arrangement isn't reasonably possible under circumstances not producing a conflict of interest, the Church Board shall determine by a unified vote of the disinterested members whether the transaction or arrangement is in the Organization's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination, it shall make its decision as to whether to enter into the transaction or arrangement.

### Section 4. Violations of the Conflict of Interest Policy

- A. If the Church Board has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.
- B. If, after hearing the member's response and after making further investigation as warranted by the circumstances, the Church Board determines the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

## ARTICLE X. PARLIMENTARY AUTHORITY

The rules contained in Robert's Rules of Order Revised, in Brief shall help guide the Church in all cases to which they are applicable, and in which they are not inconsistent with the Constitution or the special rules of order of this Church.

## ARTICLE XI. AMENDMENTS.

These By-Laws may be amended at any regular or special business meeting of the Church by a two-thirds vote of those present and voting. A quorum must be present and voting. Notice of such amendment shall be conspicuously posted and shall be given from the pulpit on two successive Sunday morning services in advance of the meeting.