

SILVERDALE BAPTIST CHURCH CONSTITUTION
UPDATE PROJECT 2007-2008
12-27-07

BY-LAWS
ORIGINAL VERSION

ARTICLE I: NAME

The name of this corporation is the Silverdale Baptist Church with its principle place of business at 8278 St. Hwy. 303 NE Bremerton, (Kitsap County), Washington 98311.

ARTICLE II: PURPOSE

The purpose of this church shall be to maintain an independent Baptist Church, to teach the Word of God, to administer the ordinances of the New Testament Church, to minister in Christian service to the community, and to seek the salvation of the lost through evangelism and missions at home and abroad.

ARTICLE III: POWERS

This church shall have the following powers:

1. To purchase, sell, lease, encumber or mortgage real estate and other tangible assets.
2. To receive legacies, bequests and funds for and on behalf of the objects of said corporation.
3. To invest money and personal property coming into its hands in such stocks, bonds, securities, and real estate as the Board of Trustees of said corporation shall see fit for the purpose of said corporation.
4. To publish and distribute literature in harmony with its corporate purposes.

ARTICLE IV: ASSOCIATIONS

SECTION 1

This church reserves the right to seek fellowship with whomever it desires and to break that fellowship whenever the church so desires. The church is subject to no hierarchy, and is accountable to no one but its own sovereign body, This church recognizes the divine leadership of the Holy Spirit through the Word of God.

SECTION 2

This church shall at present encourage fellowship with General Association of Regular Baptist Churches.

ARTICLE IV: ASSOCIATIONS

Section 3

We shall not enter into nor condone any alliance, doctrinally, that would jeopardize our position as set forth in our Statement of Faith. This corporation declares that as an institution it is in sympathy with, and will lend its support only to those movements, organizations and fellowships whose leaders and sponsors are not connected with the apostasy.

ARTICLE V: MEMBERSHIP

Section 1: Reception of Member

Any born-again person who has been baptized by immersion after conversion and who is in agreement with and accepts the covenant, constitution, and policy of this church may, after satisfactory examination

by the pastor and deacons, be recommended to the church for acceptance into membership by:

- A. Confession of faith.
- B. Restoration.

Excluded members may be restored to membership upon confession of their error and giving evidence of repentance to the board of Deacons and majority vote of the church

Section 2: Dismissal of Members

A member in good standing in this church may be dismissed to the fellowship of another Baptist church of like faith and order, by a letter of recommendation upon the action of this church. A member in good standing in this church desiring to unite with a church of another denomination may, upon application and vote of the church, receive from this church a certificate of Christian character. Members desiring letters for any purpose other than those mentioned shall present their request to the church for consideration and action. No "open letters" shall be granted.

Section 3: Maintenance of Membership

Any member who has been absent from all church services for three months shall be transferred to the inactive roll by action of the church unless he can provide justifiable reason for the extended absence. Persons being transferred to the inactive roll shall be notified, if whereabouts is known, and may appeal the action. Those placed on the inactive roll shall not be permitted to vote on church matters until reinstated to the active roll by vote of the church.

Any member absent from all church services for one year without justifiable reason shall be dropped from all church rolls by action of the church after having been notified, if whereabouts is known, and given the opportunity to appeal.

Section 4: Watchcare Membership

Watchcare membership is available to those college students/military in the area who are members of churches of like faith and practice elsewhere, but who desire to participate in the ministry of the Silverdale Baptist Church without forfeiting membership in their home church. The requirements and mode of obtaining this membership are the same as those outlined for full membership in the church.

Watchcare members shall enjoy all the rights of full membership except those of voting and holding elective office in the church. This will not affect the individual's membership in his home church. The church clerk shall inform that church of this conditional membership. Watchcare membership terminates automatically upon the individual's permanently leaving the community. It is the responsibility of the board of Deacons to be aware of the status of each Watchcare member and to immediately recommend to the church that his or her name be removed from the rolls of the church.

Watchcare members can at anytime request that their membership be changed to that of full membership by meeting with the Board of Deacons, in accordance with the requirements of full membership.

ARTICLE VI: CHURCH DISCIPLINE

Section 1

The pastors and deacons shall constitute the disciplinary committee of the church.

Section 2

A member is under discipline from the time he is requested to meet with the disciplinary committee until the matter is resolved. A member under discipline is prohibited from all rights of membership until the charge is properly disposed.

Section 3

The committee shall move with special promptness in matters of discipline. All discipline will be handled in one of the following ways:

- A. In cases of personal differences, the matter shall be handled according to Matthew 18:15-17.
- B. In cases of suspected violation of the purity or peace of the church, the following methods shall strictly be followed:
 - 1. A member shall present to a committee member signed and in writing the exact grievance against the supposed offender.
 - 2. The committee after prayer shall pursue the problem in accordance with Matthew 18:15-17.

Section 4

Any member found guilty by the church of violating the Scriptures or church policies may, after having been given the opportunity to be heard by the church, be removed from the membership by a two-thirds (2/3) vote of those present and voting, provided the offender refuses to repent and make restoration.

Section 5

Accusations against the pastor shall not be considered except upon the testimony of two or three trustworthy witnesses who shall first present their accusation to the deacons. Should he unfortunately be found to err in conduct or doctrine, the deacons shall, in humility and love, admonish him. If this does not have the desired result, the matter should be referred to the church for final disposition. He shall be discharged by a majority vote and receive his salary for the time he has served.

ARTICLE VII: OFFICERS OF THE CHURCH

Section 1

Spiritual Qualifications:

I Timothy 3:1-7; Ephesians 4:11, 12; Acts 6:4; Titus 1:5-9

His Call: As often as it may become necessary to call a pastor/associate pastor, the pulpit committee will without unnecessary delay investigate and invite to the church a minister of good report who is a member of a Regular Baptist Church and/or by conviction willing to accept the constitution and articles of faith of the church. After hearing the candidate, a special meeting shall be called, in accordance with Article XIII Section 3, for the purpose of calling the candidate. If at said election, three-fourths (3/4) of the members present and voting (and a quorum is present) shall vote in favor of the candidate, and if he accepts, he becomes the pastor/associate pastor of the church and he and his wife become members. When he leaves the church both memberships are terminated. In order to avoid confusion, only one candidate for pastor/associate pastor shall be considered at a time.

If the church or pastor/associate pastor shall desire at any time to sever relations, a ninety-day notice shall be given the other party. The time necessary to sever relations may be a shorter duration if both parties are mutually agreed.

Vacation time and other temporary absences shall be in accordance with the policy manual of the church.

Duties:

- 1. Pastor: It shall be the duty of the pastor to preach at all regular stated meetings of the church; to administer the ordinances of the church; shall perform all duties incumbent

- to his office.
2. Associate Pastor(s): His duties shall be in accordance with the church policy manual.

Section 2: Deacons

Spiritual Qualifications:

I Timothy 3:8-13; Acts 6:3

The church shall have a Board of Deacons consisting of a maximum of qualified male members equal to a ratio of one per every twenty church members. Their term of office shall be for three years with the exception of the first year where two will be elected for three years, two for two years and the remainder for one year.

The chairman of the Board of Deacons shall be elected annually by the Board of Deacons.

No meeting of the deacons shall be convened without the foreknowledge of the pastor.

Their Duties:

1. To visit the sick.
2. To prepare and distribute the elements of the Lord's table.
3. To take general supervision of the interests of the church.
4. To conduct prayer meeting, introduce visiting speakers in the absence of the pastor and to see that an orderly service is prepared for each speaker. The individual in charge of said duties shall be the chairman of the Board of Deacons or any deacon designated by him.
5. To act in the role of pastoral assistants and church overseers in a) regular visitation within the church and community alike, b) active Christian service within the church, c) development of spiritual growth and leadership within the church, d) active involvement of membership evaluation for both reception and dismissal of members.
6. To designate one from among their number to serve on the Trustee Board.
7. To hold a monthly meeting.
8. The board of Deacons may not spend over the amount designated by the church membership.
9. The Board of Deacons shall elect a secretary each year from among their membership, whose duties shall be to keep a record of the decisions of the Board of Deacons.
10. The Board of Deacons shall also serve as the pulpit committee.

Section 3: Church Treasurer

The duties of church treasurer shall be assigned to the Business Manager, a church employee, under the oversight of the Board of Trustees. All monies disbursed shall be by check, or petty cash as approved by the board of Trustees. The church treasurer is to pay the authorized budgetary expenditures of the church by issuing checks drawn on the church funds. The church treasurer shall provide for oversight and coordination of business accounts with the financial secretary. Detailed reports of receipts, expenditures, and budget account status shall be made monthly to the Board of Trustees. Similar reports shall be made at the quarterly and annual business meeting of the church membership, or upon request of the Board of Trustees. The church treasurer shall ensure that sufficient internal controls are adhered to for funds management - as required by approved business auditing procedures, and in stewardship to our Lord Jesus Christ.

Section 4: Church Clerk

The position of church clerk shall be an appointed position. It shall be the duty of the clerk to keep and accurate record of all the approved minutes of the church, and have charge of and list all members and their addresses, furnish letters of dismissal as grated by the church, and notify those that may be dropped from the membership.

Section 5: Officers of Auxiliary Units

The Bible School and any other auxiliary organizations of the church, whether of men, women, or young people, shall be recognized as a part of the local church.

The officers of all auxiliary organizations, with the exception of the young people whose nominees for office shall be approved by the deacon board must be members of the church in good standing. Any literature used must be approved by the deacon board. Meetings of auxiliary organizations may be held at such times as will not conflict with normal meetings of the church.

Section 6: Election of Officers

A nomination committee composed of at least five members shall be appointed by the Board of Deacons at least four weeks prior to the fall Quarterly Business Meeting of the church. Three members shall be deacons and the others from the church at large.

Election of officers shall take place at the fall Quarterly Business Meeting. All officers shall be elected for one year, with the exception of the pastors,. And deacons and trustees. Election shall be closed ballot and, with the exception of the pastor, shall be by plurality vote in each case. Terms shall begin on the following January 1.

Section 7: Trustees

Spiritual Qualifications: Acts 6:3

Add additional trustees as needed in the church at any given time up to a maximum of twelve trustees.

Their term of office shall be for three years with the exception of the first year where two will be elected for three years, two for two years and one for one year.

The Chairman of the Board of Trustees shall be elected annually by the Board of Trustees.

No meeting of the trustees shall be convened without the foreknowledge of the pastor.

Their duties:

1. To care for the upkeep of the church property, pass upon and allow or disallow all claims against the church and order the treasurer to pay such as are lawful.
2. To be, along with the treasurer, the permanent and regular standing finance committee.
3. To see that such repairs and improvements are made upon the church property as are in keeping with the sanctity and dignity of property dedicated to God's service.
4. Hold a monthly meeting.

The Board of Trustees may not spend over the amount designated by the church membership.

The Board of Trustees shall elect a secretary each year from among their membership, whose duties shall

be to keep a record of the decisions of the Board of Trustees.

Section 8: Financial Secretary

The Financial Secretary will be appointed by the Board of Trustees based on recommendations received from the Business Manager. The secretary works under the oversight of the Business Manager. The Financial Secretary's duties shall be to:

1. Count all monies, with his/her designated representatives, donated to the church weekly. Record the donations in a computerized data base system by donor.
2. Maintain confidentiality over donation records. Records of individual gifts shall be kept confidential by the secretary and the designated representatives are not to be examined by anyone including the Boards of Deacons and Trustees or pastoral staff.
3. Deposit all monies weekly in the local church bank account.
4. Provide the Business Manager with a weekly financial report.

ARTICLE VIII: USE OF THE CHURCH

Section 1

No secret societies will be permitted to hold services in the church. The burial of any person so associated may be held in the church if conducted by an approved minister. The secret society may take charge of the remainder of the service after the body leaves the church.

Section 2

No pastor or pulpit orator will be permitted to preach from the pulpit of the church who denies the fundamentals of the faith once delivered unto the saints. Any visiting speaker must have the approval of the Pastor and the Board of Deacons.

Section 3

Any course of action by any organization of the bible School or church shall be subject to review by the Board of Deacons and approval by the church.

ARTICLE IX: MONETARY PRINCIPLES

Section 1

The fiscal year shall begin January 1 and end on the following December 31.

Section 2

No monies shall be raised for the support of the church and its various activities by any but Biblical plan of tithes, offerings, gifts, and sacrificial love considerations for Christ's work. This shall be construed to mean that church suppers and bazaars are not a scriptural means of raising money.

Section 3

The books shall be audited once each year before the annual business meeting. Auditors shall be appointed by the Board of Trustees.

ARTICLE X: LICENSING

Section 1

When a man in this membership is called to the Christian ministry and desires to be licensed, he shall make his desire known to the Board of Deacons. If the board of Deacons are satisfied concerning his

salvation, call to the ministry, and consistent Christian living, they shall recommend to the church that a license be granted. The church may act upon this recommendation at any regular meeting of the church.

Section 2

The duration of this license shall be for one year from the date of issue, but may be renewed annually after a review of the Board of Deacons. No license granted by this Church shall be valid after the licensee removes his membership from this church. A license can be annulled or withdrawn at any time should the church, in its judgment, have sufficient reason for such action.

ARTICLE XI: ORDINATION

Section 1

When in the judgment of the Board of Deacons, a man in this membership is called to the Christian ministry, it shall be within the power of the Board of Deacons to recommend to the church that a council, composed of examining the candidate. This shall be called by church action.

Section 2

The ordaining council shall thoroughly examine all applicants for ordination as to their call to the Christian ministry, Christian experience, reputation, character, doctrinal belief, and demonstrated efficiency in Christian service. If the council so recommends, the church may proceed with the ordination.

Section 3

The following shall not be ordained to the ministry:

- A. One who has not served six months as pastor, assistant pastor, or in definite Christian work in such manner as to convey reasonable evidence of God's call to the ministry.
- B. One who is addicted to the use of intoxicating liquor, drugs, or tobacco in any form; or who belongs to a secret society; or who brings disrepute upon his ministry through worldly practices and associations.
Romans 12:1; I Corinthians 6:14-18.
- C. One who is a divorcee or one married to a divorcee.
I Timothy 3:2.

Section 4

It shall be with the power of the Board of Deacons to discipline, or to recommend the revoking of the ordination credentials to the church of any minister ordained by this church, if the said minister is found guilty of any of the above practice after an impartial trial conducted in the ministry of I Corinthians 13. The minister under trial shall have the privilege of presenting his defense before the church before any final action is taken by the church.

ARTICLE XII: AMENDMENTS

Section 1

The Constitution By-Laws may be amended or added to at any business meeting of the church providing the proposed proposition shall have been read at any regular church service at least six (6) months prior to the meeting and read each of three Sundays prior to day of voting shall carry the proposal, if a quorum is present.

Section 2

These By-Laws shall be in the hands of the clerk at every regular business meeting.

ARTICLE XIII: MEETINGS

Section 1

For the consideration and transaction of ordinary business at the annual meetings and specially called meetings of the congregation and corporation one-quarter of the active resident members shall constitute a quorum. Only members that are physically able to come in on their own power will be counted for the quorum. A majority vote of those present at said meetings shall dispose and settle all matters brought before the meeting and shall constitute the action of the congregation except as otherwise set forth in these Articles of Incorporation and By-Laws.

Section 2

The annual meeting of the congregation and corporation shall be held the second Wednesday of January each year.

Section 3

Special meetings of the congregation may be called by the pastor or by ten active members of the congregation or by a majority vote of the Board of Deacons. Special meetings must be announced from the pulpit one Sunday and at least two or more intervening days must lapse before a meeting is held. The purpose of any special meeting shall be announced from the pulpit at the same time the day for the meeting is given. No other business may be transacted at a special meeting except as stated in the call for the meeting. All proposals are subject to a quorum of the congregation.

Section 4

All members of the church eighteen years of age or older shall be entitled to vote at all congregation and corporation meetings.

Section 5

Quarterly business meetings shall be held the second Wednesday each April, July, and October. Notice at Sunday morning services shall be required if the date is to be changed.

ARTICLE XIV: DIVISION

In case of a division in the church, the property of the church shall belong to the membership who abide by the Constitution.

ARTICLE XV: DISSOLUTION OF CORPORATION

Upon dissolution of said corporation none of the assets shall be divided among the members of said corporation, but shall be transferred and distributed and paid only to another no-profit organization of like faith by vote of remaining members.