



NBBCMINISTRY

New Berean Baptist Church Constitution

ARTICLE I

NAME

The name of this local assembly is The New Berean Baptist Church. Though doctrinally baptist, the ministry of this Church goes beyond denominational lines recognizing that there is no division in the Body of Christ.

ARTICLE II

PURPOSE

The purpose of this Church is to give visible form to that faith and fellowship to which God has called his people. We acknowledge ourselves to be a local manifestation of the universal Church through which Jesus Christ continues to minister to the world by His Holy Spirit. We shall seek to fulfill this calling through cooperate worship services, through a program of Christian nurture by which our members may be built up in their faith and love, through proclamation of the Gospel by the word and deed, and through ministering to human needs in the name of Christ.

ARTICLE III

POLICY

The government of this Church is vested in the Official Board and the membership of the Church and as such, it is subject to the control of no other ecclesiastical organization.

ARTICLE IV

DOCTRINE

This Church accepts the Scriptures of the Old and New Testament as the inspired record of God's revelatory actions in human history and as the authoritative basis for its doctrine and practice. This Church also has adopted the following:

Section 1 - The Holy Scriptures - We believe the Holy Scriptures to be the verbal, inspired Word of God, authoritative and without error in the original manuscripts. We further believe that the Scriptures of both the Old and New Testaments are designed for our practical instruction in faith and conduct.

Section 2 - The Godhead

We believe that the Godhead eternally exist in three persons - the Father, the Son and the Holy Spirit - that these three are one God

Section 3 - The Person and Work of the Holy Spirit

A) We believe that the Lord Jesus Christ, the eternal Son of God, came into the world that He might manifest God to men, fulfill prophecy, and become the Redeemer of a lost world. To this end, He was born of the Virgin Mary, received a human body and a sinless human nature without ceasing to be God.

B) We believe that, in the infinite love for the lost, He voluntarily accepted His Father's will and became the divinely provided sacrificial Lamb and took away the sins of the world.

C) We believe that he rose from the dead in the same body, though glorified, in which He had lived and died, and that His resurrected body is the pattern of the glorified body, which ultimately will be given to all believers.

D) We believe that, on departing from the earth, he was accepted by His Father and that his Father's acceptance is a final assurance to us that Christ's redeeming work was perfectly accomplished.

E) We believe that He became the Head over all things to the Church, which is His body, and in this ministry He does not cease to intercede and to be an advocate for the saved.

ARTICLE V

CHURCH MEMBERSHIP

Section 1 - Qualification for Membership

A) Permanent Membership - Membership in the Church shall be acquired by application upon affirmation of personal faith in Jesus Christ as Lord and Savior, the believer's baptism, the signing of an agreement with the purpose, goals and doctrinal statement of the Church, and the successful completion of the Church's pre-membership classes. The applicant shall be interviewed by the Senior Pastor or his designee. No Church letter of transfer is necessary.

B) Watch Care - Applicants who desire to retain their membership in another Church outside the city or state, but who are residing temporary in the Hampton Roads area for educational, vocational, military or other purposes as recognized by the Pastor and the Deacons may be admitted into membership of the Church for the period of the temporary residence in this area, subject to a periodic review of their residential status. Watch care members shall possess the same right privileges as regular members while attending New Berean Baptist Church.

Section 2 - Receiving Members

All applicants shall be publicly presented to the Church body at a regular worship service. At said time, they shall be extended the right hand of fellowship, consequently signifying their membership.

Section 3 - General Attendance

All persons are welcomed to attend the services of the Church.

Section 4 - Voting

Whereas, governing of the Church is vested in the Official Board and the membership of the Church, any matter of importance such as that pertaining to purchase, sale or mortgaging of Church property so presented to members shall be acted upon affirmative majority vote. No member may vote by proxy. One-fifth of the adult membership, twenty-one years of age or older in good standing should be present to constitute a quorum. A member in good standing is one who is not under Church discipline at the time of the Church meeting. The congregation will be notified by announcement from the pulpit and through the Church bulletin at least two Sundays prior to the meeting.

Section 5 - Termination of Membership

A. Withdrawal

Members may withdraw from the Church roll at their own request or by giving notice that they have joined another Church. Such withdrawal request and notices of change of Church membership shall be recorded by the administrative staff and a letter of acknowledgment sent to the withdrawing member.

B. Dismissal

In harmony with the scriptural teaching of the Christian faith, discipline must be a functional part of the local Church (Galatians 1:8-9; II Thessalonians 3:11; and I Corinthians 5:1-13). As interpreted by the Advisory Council, any member who knowingly holds false or heretical doctrine, who knowingly lives inconsistently with their Christian profession, or who knowingly would disturb the unity and peace of the church shall be disciplined. The Advisory Council, which is composed of Pastors and Deacons, shall

oversee any discipline action. After prayerful consideration and the implementation of the discipline as interpreted, any person may be dismissed from the membership and his/her name stricken from the Church roll by a two-thirds vote of the Official Board.

C. Death

Section 6 - Restoration of Dismissed Members

The Church also has the responsibility of restoring dismissed members who give satisfactory evidence of repentance (II Corinthians 2:6-8) and who has corrected the offense. Such membership restoration occurs only by two-thirds vote of the Advisory Council, who shall advised the penitent member of restoration and inform the congregation of the same.

ARTICLE VI

PASTOR

Section 1: Responsibilities

The Senior Pastor shall be the recognized leader of the Church. He shall oversee the implementation of the policies established by the Official Board. He shall be a member of both the Advisory Council and the Official Board and be eligible to hold any office on both Organizations except the office of Treasurer.

As Chief administrator, the Pastor is responsible for the general over site, coordination, administration and operation of all programs and personnel of the Church.

The Senior Pastor should be the primary teacher of the Word of God as contained in the Old and New Testaments and oversee the spiritual ministry of the Church, which shall include the administration of the ordinances and the direction of worship services.

The Senior Pastor shall be an ex-officio member of each and every board, council, and committee of the Church.

The Senior Pastor shall be the primary spokesperson regarding the policies, goals, direction, vision and ministry of the Church to the members as well as the community at large.

Section 2

The call of a Pastor shall come before the Church at a regularly called business meeting, notice of such meeting and its purpose having been read from the Pulpit on two (2) successive Sundays. A vote on two-thirds of the members present and qualified to vote shall be necessary to extend a call. Only one candidate shall be presented to the Church at any one regular meeting. The vote shall be by written ballot.

Section 3 - Term of Office

The Pastor shall be called for an indefinite period of time.

Section 4 - Termination and Suspension of Office

Mutual Consent

A Pastor's term of office may be ended upon ninety(90) days of notification on the part of the Pastor or of the Church by mutual consent.

Suspension

If, for any reason, whether for unfaithfulness, unfitness or other causes, the Pastor cannot be allowed by the Church to continue his responsibilities, his salary will continue for a period of time not to exceed ninety days so long as he is in complete compliance with all of the prescribed counsel and disciplinary procedures as by the Church.

Dismissal

If while under the temporary suspension of his duties prior to the ninety day time limit the pastor by the act of his own deliberate will does not comply with the recommendations of the

Official Board, the Church may vote to remove the Pastor from office. Severance pay, pro-rated for the remainder of the ninety-day term will be granted to the pastor upon termination.

Procedure for Termination

Termination of the office shall be voted on a regularly called business meeting, notice of such meeting and its purpose having been read from the pulpit on two (2) successive Sundays. A vote of a majority of the members present and qualified to vote, providing there be a quorum of two-thirds (2/3) members, shall make a valid termination of said office.

ARTICLE VII

BOARDS AND COUNCILS

Section 1 Advisory Council

There shall be an Advisory Council consisting of Pastors and Deacons. The purpose of the Advisory Council is to provide biblical guidance concerning all matters of the Church, to establish and execute any forms of counseling or disciplinary actions in love concerning all members of the Church. The Advisory Council may appoint committees where specified in Article VI and X. The qualifications of the council shall be in accordance with the guidelines established in I Timothy 3:1-7 and Titus 1:5-9. That is, the council must have a reputation, which is above reproach. The members must be the husband of one wife, temperate, prudent, respectable, hospitable, and able to teach. Members must not be addicted to strong drink, be self willed, quick tempered, pugnacious or contentious. Members must be free from the love of money, a good manager of his household, a lover of what is good, a just and devout man, and he must not be a new convert to the faith.

Section 2 - Official Board

There shall be an Official Board consisting of the Pastor, Associate Pastors, Deacons, The Church Clerk, Treasurer and Trustees. All matters of importance shall be considered by the Official Board before being presented to the Church. It shall seek to coordinate the activities of the Church and meet monthly or as often as necessary.

Section 3: Deacon Board

There shall be a board of three (3) or more Deacons. The Deacons *should* be ordained to their work according to Acts 6:1-8 and I Timothy 3: 8-13.

As the need arises this office shall be filled upon the recommendation from the Pastor and Deacon Board to the Church. This recommendation is to be read two (2) consecutive Sundays prior to any quarterly business meeting of the Official Board. At such a business meeting, recommendations may be submitted by the body.

Those persons to be considered as a candidate for the office of a Deacon must be scripturally qualified as listed in the above-mentioned scriptures.

Any member who feels that a candidate is not suited for the office must apprise the Church and confront the candidate with a charge at a special meeting to determine qualifications. One who so confronts must observe two (2) requirements:

1. Specific charges must be brought and stated in writing, presenting evidence that is clear, cogent and convincing, as to its truth.

2. Remember the words of Jesus, " He that is without sin, let him cast the first stone".

Persons being cleared of the charges will continue the process of training for the deaconship. At the end of this period and upon recommendation to the Church, after acceptance the candidate or candidates shall be ordained.

Deacons shall hold office as long as they shall faithfully discharge their duties.

Any Deacon who, for a period of three (3) months fails to perform his duties of his office faithfully automatically vacates the same. The Church may, for good and sufficient cause, remove any Deacon from office.

The Board shall choose annually a Chairman, a vice chairman, a secretary and shall meet regularly each month or as necessary.

The Board shall in every way assist the Pastor; cooperate with the Pastor in providing the pulpit supply and the leaders of prayer meeting; visit the members; care for the sick, needy and distressed members of the Church.

The Board shall promote Christian instruction and ministry to the Church membership, provide for the Ordinances and aid in their administration, make a written report at each quarterly meeting of the Official Board.

Section 4: Trustee Board

There shall be a board of at least three (3) Trustees, one of who shall be the Church Financial Secretary and one of who shall be the Church Treasurer.

Trustees shall hold the office as long as they shall faithfully discharge their duties.

Any Trustee who, for a period of three (3) months, fails to perform the duties of his office faithfully automatically vacates the same. The Church may, for good and sufficient cause, remove any Trustee from office.

The Board shall choose annually a chairman, a vice-chairman and a secretary and shall meet regularly each month. Special meetings may be called by the chairman or by the secretary who shall notify the other members.

The Board shall hold in trust all the property belonging to the Church and shall take all necessary measures for its protection, management and upkeep. It shall have no power to but mortgage, lease or transfer any property without specific authority of the Official Board and the Church. It shall designate where the funds of the Church be deposited. All bills authorized by the Church shall, when so instructed by the Church, searcher the services of a custodian at such salary as is authorized by the Church and secure from him acceptable service. It shall also, when instructed by the Church secure the services of a Church secretary. They shall perform such other duties as are imposed upon it by the Church and State.

ARTICLE VIII

OFFICE OF THE CLERK

Section 1: Clerk

A clerk shall be elected at each annual meeting to serve for one year. The clerk shall keep a complete record of the transactions of all business meetings of the Church. This shall be read for approval at the next following business meeting. The clerk shall keep a record of the names and addresses of the members, with date and manner of admission and termination, also a record of baptisms, and a list of those suspended. The clerk shall notify all officers, committee members, and delegates of their election and appointment. The clerk shall issue letters of termination and recommendation voted by the Church.

Section 2: Assistant Clerks

There shall be two (2) assistant clerk elected annually to serve in the absence of the clerk, to receive new members into the Church, and assist with pre-membership classes.

ARTICLE IX

FINANCE OFFICERS

Section 1: Treasurer

The Treasurer shall be elected at each Annual meeting to serve one (1) year. The Treasurer shall have custody of the funds of the Church, and all deposits made in the name of the Church, and all checks drawn by the treasurer shall be in the name of the Church.

- The Treasurer shall receive all monies belonging to the Church
- The Treasurer shall keep separate accounts of all funds raised or contributed for particular purposes. No funds shall be dispersed by the Treasurer except for the purpose for which they were raised or contributed.
- The Treasurer shall have custody of the securities, investments title papers and other valuable documents of the Church.
- The Treasurer, within twenty-four hours shall deposit the funds received in a bank selected by the Trustee Board.
- Funds received to support the Church and for the reduction of the indebtedness shall be dispersed by the Treasurer only on the order of the Board of Trustees. This shall be expedited only upon warrants attested by the signature of the chairman of the board of Trustees and the financial secretary.
- The Treasurer shall submit to the Trustees, upon their request, information as to the condition of the treasury.
- The Treasurer shall keep a summary of the financial standing of the Church before the members, through quarterly business meetings.
- The Treasurer shall submit to the Church an itemized report of receipts and disbursements, showing the actual financial conditions of the Church, upon receipt of the Treasurer's report, the books shall be submitted to the auditors.

Section 2: Financial Secretary -

The Financial Secretary shall be elected at each Annual meeting to serve one (1) year. It shall be the financial secretary duty:

- To keep an accurate account of all funds received by the Church and to send a weekly statement to the Treasurer.
- To send a personal statement to all members once a year, listing their gifts.
- To report to the Trustees an account of the matters pertaining to his/her office at each Trustee meeting or upon request of the Trustees.
- To report to the Board of Deacons the names of those members who have failed to make contributions of record toward Church expenses or funds.
- To submit his/her records to the auditors at the annual meeting.

To keep accurate record of the receipts and disbursements of all ministries, group, and boards except the Fellowship fund.

ARTICLE X

COMMITTEES

Section 1: Communications and Publicity -

The Communication and Publicity Committee, appointed by the Official Board, shall make known what the Church stands for and what it has to offer, by use of newspapers, radio, television and other available media.

Section 2: Membership Committee:

The Membership Committee, appointed by the Official Board, shall meet with the proposed new members to orient them. It shall recommend to the Church those who are deemed ready for membership. It shall keep an accurate record and of the membership.

Section 3: Auditing Committee:

The Auditing Committee, appointed by the Official Board shall or have audited the financial records of the church at least once a year and shall make a report in writing to the Official Board at the first quarterly meeting.

Section 4: Pulpit Committee:

The Official Board shall appoint seven (7) members whose duty is to take necessary steps to secure a pastor. The committee shall investigate the merits of every candidate under consideration regarding personal character, education, ministerial record, and ability to communicate the Word of God in determining his fitness for said pastorate. When a suitable candidate is found, the committee shall recommend that person the Advisory Council.

Section 5: Special and General Committees

Special and General Committees as well as those in Section 1 through 4 shall be appointed or activated by the Official Board as the need shall arise.

Any committee member who for a period of three (3) months fail to perform faithfully the duties pertaining to the Office thereby automatically vacates the same. The Official has the power, for good and sufficient cause, to remove from office any committee member.

Resignation of committee members shall be in writing by giving notice to the Official Board.

ARTICLE XI

MEETINGS

Section 1: Worship Services:

Public services shall be held on Each Lord's Day.

Section 2: Business Meetings:

The annual Business Meetings on the Tuesday following the second Sunday in January for the purpose of receiving the annual reports of individual offices, boards committees of the Church, ministries, the election of officers, and the transaction such other business as is proper to come before this meeting.

Special business meeting may be held any at any time by the Pastor. Notices of such a meeting and the subject for which it is called shall be given on the Sunday preceding the date of the meeting.

ARTICLE XII

CHURCH YEAR

The fiscal year of the church shall be the calendar year.

ARTICLE XIII

RULE OF ORDER

Section 1:

The Hiscox Directory is the book on which our Church is incorporated.

Section 2:

The rule contained in "Robert's Rule of Order" shall govern the business of this church in all cases where they are not consistent with this Constitution.

ARTICLE XIV

AMENDMENTS

This Constitution may be amended at any regular or called business meeting of the Church by a two-thirds (2/3) vote of those present and voting, provided a quorum is present and voting, and that notice of such amendment, stating the proposed change, shall be given from the pulpit on two (2) successive Sundays.

ARTICLE XV

DISSOLUTION

If it becomes necessary to dissolve this local assembly, the assets shall be given to like-minded assembly of believers.