

**WEBB CITY BAPTIST CHURCH
CONSTITUTION AND BYLAWS
OZARK, ARKANSAS**

CONSTITUTION

PREAMBLE

This constitution and bylaws are made to:

1. Preserve and ensure the principles of our faith.
2. Preserve the liberties of each individual member of the church.
3. Ensure freedom of action of independence from any religious body or organization
4. Provide for orderly conduct of internal affairs, in dealing with others, and of governing church members.

PURPOSE

The purposes of Webb City Baptist Church are:

1. To worship God, who is worthy of all praise and glory.
2. To serve God locally, nationally, and internationally by fulfilling the Great Commission of Jesus Christ as set forth in Matthew 28:19-20
3. To minister to the needs of the members and others as the church is able to do so.
4. To do any and all things related to and in connection with the carrying out of the purposes of a New Testament church.

ARTICLES OF FAITH

1. We believe the Holy Bible as the inspired word of God, without any error, all sufficient authority in matters of faith, doctrine, and Christian living.
2. We believe in one God, eternally existing in three persons: the Father, the Son, and the Holy Spirit.
3. We believe in the virgin birth of Jesus Christ, and that He is truly God and man. He died on the cross for our sins. He rose bodily from the dead and ascended into heaven where he sits at the right hand of the Father and is now our High Priest and advocate.
4. We believe that man was created in the image of God but fell into sin and is therefore lost. Only through regeneration by the work of the Holy Spirit can man's salvation and spiritual life be obtained.
5. We believe that eternal salvation is a free gift of God, entirely apart from man's works, and is possessed by any and all who have faith in and receive Jesus Christ as their personal Lord and Savior.
6. We believe in a regenerated church membership. That is persons old enough to understand their need for Jesus Christ and of their own free will, accepted Him as their personal Savior.
7. We believe that Baptist is by immersion and the Lord's Supper is a memorial to His suffering and death on the cross. These are ordinances to be observed by the church in its present age. However, they are not to be regarded as means for man's salvation.

8. We believe in the personal, bodily, imminent, and glorious return of the Lord Jesus Christ and His second coming inspires believers for a dynamic and zealous life of service to Him while we await His return.
9. We believe in the bodily resurrection of the dead, the everlasting blessedness of the saved in heaven, and the everlasting punishment and separation from God of the unsaved in hell.
10. We believe in the autonomy of the local church. The church shall manage its own affairs and shall not be subject to any other religious body or organization.
11. We hold fast to the latest edition of the Baptist Faith and Message that has been adopted by the Southern Baptist Convention.

GOVERNMENT

This membership retains unto itself the right of autonomous self-government in all phases of its life and organization. It recognizes the needs for mutual counsel and cooperation which are common among Southern Baptist Churches. This church will cooperate and mutually work alongside the Clear Creek Baptist Association, the Arkansas Baptist State Convention, and the Southern Baptist Convention.

AMENDMENT

This Constitution and Bylaws may be amended by members of the governing body provided the proposed amendment has been presented in writing and circulated to the membership body at a regular church business meeting. Amendments to this Constitution and Bylaws shall be made with a two-thirds vote of members of the church who are qualified to vote and are present at a business meeting that meets quorum.

BYLAWS

CHURCH MEMBERSHIP

- A. Qualifications:
Membership of Webb City Baptist Church shall consist of people having made a profession of faith in Jesus Christ and who have been scripturally baptized by immersion and agree to the Articles of Faith.
- B. Reception
Membership in the church may be attained by majority vote of the church in any of its regular business meetings and in one of the following manners:
 - a. By scriptural baptism by immersion after profession of faith in Jesus Christ as personal Lord and Savior.
 - b. By transfer of letter from another church of like-minded faith.
 - c. By statement of faith of their prior experience of conversion and scriptural baptism by immersion in another evangelical church of like faith and practice.
 - d. By restoration to church membership after having been removed.
- C. Termination
Membership in this church shall be terminated when a member:
 - a. Requests a letter of transfer to join another church

- b. Is removed from the membership roll when they join another church without request of letter.
 - c. Is dismissed by a vote of the church due to reasons and circumstances provided in "CHURCH DISCIPLINE." The pastor and deacons will do all they can to counsel the member for restoration prior to action of dismissal or a request of the member to be dismissed from the church membership.
- D. Church Membership Orientation
- There will be an orientation for candidates for church membership and new members to teach the privileges and responsibilities of belonging to the church.
- a. Members in good standing shall have the right to a voice and vote in all church transactions and shall have the right and privileges to full participation in the life and work of the church.
 - b. It shall be the duty of church members to uphold the Constitution and Bylaws.

CHURCH OFFICERS

All Church Officers must be members of the church in good standing.

PASTOR

- A. Qualifications for the pastor shall be consistent with those listed in 1 Timothy.
- B. The pastor shall serve as the chief under shepherd and overseer of the local church, feeding, leading, and nurturing the members. This person's main responsibilities will be to communicate the Word of God, minister to the spiritual needs and provide biblical leadership for the church.
- C. Minimum training and experience: A Master of Divinity Degree or equivalent and/or experience which would qualify a person to pastor and administer to a Southern Baptist Church.
- D. Special requirements:
 - a. Converted and called to pastoral ministry.
 - b. Licensed and ordained as a minister of the Gospel.
 - c. Spiritual and personal integrity and maturity.
 - d. Ability and willingness to share the Gospel and disciple others.
 - e. Positive human relational skills.
 - f. Obvious motivational skills.
 - g. Ability to communicate well through a pulpit ministry.
 - h. Proven love for the fellowship of the local church.
 - i. Ability to empathize with the deep concerns of the congregation.

Duties and responsibilities:

- E. Proclaim the Word of God in a regular pulpit ministry.
- F. Oversee the staff of the church and provide direction of the church programs.
- G. Provide leadership and vision for the church. Direct plans for ministry and church growth; develop and fine tune the church structure.
- H. Motivate, equip, and nurture the people of the church through example, preaching, and teaching God's word and spiritual counseling.
- I. Spend significant time in prayer and Bible Study.
- J. Facilitate the contact/visitation of hospitalized or grieving church members.
- K. Officiate weddings and funerals

- L. Oversee church discipline and manage conflict in the church. Seek to reconcile relationships and promote unity in the church.
- M. Participate in evangelism efforts through preaching and giving invitations during worship services, revival, or other special services, visitation, and other outreach efforts.
- N. To manage his money with integrity so as not to bring reproach upon the church.
- O. To moderate all business meetings of the church.
- P. Work with various standing and special committees in accomplishing their respective duties.
- Q. Lead in observance of the ordinances of the church.
- R. Cooperate with local, state, and national denominational developments and represent the church in denominational and civic matters.
- S. The pastor is allowed 2 weeks' vacation, 2 revivals, and 2 weeks sick leave per year with the church paying the supply.

Calling a pastor:

- a. A pastor shall be called whenever a vacancy occurs.
- b. A pastor selection committee shall be appointed by the church to seek out a suitable pastor and this committee's recommendation will serve as a nomination.
- c. The pastor selection committee will recommend only one candidate at a time.
- d. The pastor's election shall take place at a meeting called for the purpose of which at least one week notice shall be given to the members.
- e. An affirmative vote of three-fourths of those present is necessary for a choice.
- T. Terms of service
 - a. The chosen pastor shall serve until the relationship is terminated by either his request or that of the church. In either case, at least a 60-day notice shall be given unless otherwise mutually agreed.
 - b. There shall be a written mutual contract/agreement between the pastor and the church.

YOUTH PASTOR

Responsibilities

- A. Attending and participating in staff meetings?
- B. Overseeing, growing, and coordinating the church youth ministry.
- C. Designing, overseeing, and examining curriculum for all youth programs, events, and classes.
- D. Leading middle and high school students to encourage their spiritual growth.
- E. Interacting with students during Sunday Services.
- F. Developing positive relationships with students and their parents.
- G. Sharing plans through social media.
- H. Displaying a Christ-like approach and lifestyle and praying regularly for young people in the church and community.
- I. Incorporating youth into various church ministries for God's use.
- J. Growing students who are interested in the knowledge of God and His word.

Requirements

- A. Evident relationship with Christ.
- B. Previous ministry experience is an advantage.
- C. Proficient understanding of challenges and needs of young people.
- D. Excellent computer skills, and proficiency with social media.
- E. Outstanding communication skills, both verbal and written.

- F. Excellent organizational skills.
- G. Affinity for young people.
- H. Ability to lead by example.

DEACONS

1. Number, Term of office
 - a. There shall be 5 deacons for the first 100 church members and 1 for each additional 50 members. Deacons shall be elected for a term of service of 3 years or longer as voted upon by the church.
2. Qualifications
 - a. A church deacon shall demonstrate an exemplary Christian testimony in private, family, and public life. A committed Christians elder and partner of the pastor. A supporter and promoter of faith, practice, programs, and ministries.
 - b. A church deacon must meet the qualifications listed in 1 Timothy 3:8-15.
3. Election
 - a. When a deacon vacancy occurs, the chairman of the deacons shall announce that an election of a deacon shall be held during a named church business meeting.
 - b. The deacons will enlist active men to be recommended to the church. The duties, qualifications, and importance of the office of a deacon will be interpreted to the candidates and shared with the church prior to the scheduled election of deacons.
4. Ordination
 - a. Selection, election, and ordination of deacons is a privilege of the local church.
 - b. When ordination of deacons is planned by the church, it shall authorize the pastor to assemble to a council to examine the candidates concerning their qualifications to serve as deacons.
 - c. When the council recommends the ordination of a deacon, the ordination service shall be scheduled and led by the pastor.
5. Duties
 - a. Elected deacons shall elect a chairman of their committee.
 - b. Deacons serve in a ministry of encouragement and counsel for the pastor concerning the progress and welfare of the church.
 - c. Assist the pastor in ministering the church ordinances.
 - d. Seek to solve any fellowship problem in the church.
 - e. Assist the pastor in ministering to the members by implementing a deacon ministry plan.
 - f. Serve as the church membership committee.
 - g. In absence of the pastor, the chairman of the deacons shall serve as an advisory member to all organizations, departments, and committees of the church.

MODERATOR

1. The church moderator may be a pastor or lay leader that has been elected by the church.
2. The moderator shall preside at all regular and called business meetings of the church.
3. In the absence of the moderator and chairman of the deacons, the church clerk shall call the church to order, and an acting moderator will be elected.

CLERK

1. The church clerk shall be elected and be responsible for keeping an accurate record of all the business meeting transactions of the church and preparing the annual report to the association.
2. They shall keep a register of the names and addresses of the church members with dates of dismissal, admission, dedication of children, and deaths of members of the church.
3. They shall issue letters of dismissal voted by the church and write membership transfer letters, prepare written reports of the church, and keep an accurate history of the church.

TREASURER

1. The treasurer of the church shall be elected as the custodian of the monies of the church and shall disburse these monies by check as authorized by the church.
2. They shall keep an itemized account of all receipts and disbursements at all times. And shall render a monthly and annually written report of this account to the church.
3. The treasurer's report shall be audited annually by a budget committee.

ASSISTANT TREASURER

1. The Assistant Treasurer shall be elected and shall be responsible for seeing that the offerings are properly received, counted, and deposited in the church's bank account.
2. They shall properly credit each contributor and their offerings.
3. They shall be responsible for preparing and mailing the annual record of contributions to donors.

VACANCIES

In the event of a vacancy in any office, except that of the pastor or a staff member, the vacancy shall be filled by the church at a regular or special meeting as soon as possible.

CHURCH MEETINGS

1. Worship Services:

The church shall regularly meet each Sunday morning and evening for the worship of God, for preaching, instruction, evangelism, and on Wednesday, or another night, for designated prayer and Bible Study. These meetings shall be open for the entire membership of the church and for all people and shall be conducted under the direction of the pastor or designated church officer in the absence of the pastor.

2. Regular Business Meetings:

Regular business meetings shall be every third Sunday of the month after church services. The agenda shall be circulated or made known to the church one week prior to the business meeting. Should there be any unusual meeting or matter of unusual interest to be brought before such regular meeting, notice shall be given to the membership one week prior to that meeting.

3. Special Business Meeting:

A special called business meeting may be called by the pastor, and with other church officers, or by action of the church to consider special matters of significance. A one-week written notice or announcement must be given for the specially called business meeting.

4. Quorum:

Fifteen percent of the resident membership roll shall constitute a quorum. For the call of a pastor, authorization for expenditure of \$2000 or more the quorum shall be 30 percent of the resident

membership roll. Resident Membership Roll consists of those living within the church community and who meet the requirements of Church Membership stated in the Bylaws.

5. Parliamentary Rules

Robert's Rules of Order is adopted as the authority for parliamentary rules of procedure for all Business Meetings of the church and for all the other meetings that demand voting of the church members including committee meetings.

CHURCH FACILITIES

The facilities and equipment of Webb City Baptist Church are available primarily for the ministries of the church as we seek to fulfill God's will for the church. We desire to make the facilities and equipment of Webb City Baptist Church available to the members of Webb City Baptist Church, to other Christian ministries, and to community services that are in agreement with the Articles of Faith of Webb City Baptist Church and the Baptist Faith and Message of the Southern Baptist Convention.

CHURCH DISCIPLINE

1. Should any unhappy difference arise among members the aggrieved member shall follow in a tender spirit the rules given by our Lord Jesus Christ in Matthew 18:15-17.
2. Should any case of gross breach of relationship, or of public scandal occur, the deacons shall endeavor to resolve the conflict. If this effort fails, they shall report the case to the church.
3. All such proceeding shall be pervaded by a spirit of Christian kindness and forbearance, but should an adverse decision be reached, the church may proceed to admonish or declare the offender to be no longer in membership of the church.
4. Any person whose membership has been terminated for any offense may be restored by vote of the church upon evidence of his repentance and reformation upon satisfactory explanation.

Amended and adopted by Webb City Baptist Church on this date:

