

# FIRST BAPTIST CHURCH OF CRAIG, COLORADO CONSTITUTION AND BYLAWS

## Purpose Statement

Vision Statement...to be a community of believers who worships God, listens to the voice of God, loves with the heart of God and serves with the power of God.

Mission Statement...to help people become fully-devoted disciples of Christ, who follow the Great Commandment and fulfill the Great Commission.

Purpose Statement...as a means of glorifying God, the purpose of First Baptist Church of Craig, Colorado is:

- to **worship** God corporately and personally, in Spirit and in truth. (Hebrews 10:25; John 4:24; 2 Peter 3:9)
- to **evangelize** by sharing the Gospel of Jesus Christ. (Acts 1:8; Matthew 28:19-20; Romans 1:16)
- to **disciple** believers toward a deeper, more personal relationship with God. (Matthew 4:19; Matthew 11:29-30; Mark 8:4; Ephesians 4:12)
- to **serve** others in the love of Christ. (Mark 10:43-45; Ephesians 5:1-2)
- to **fellowship** by sharing our lives together in the body of Christ. (Acts 2:42, 44-47; 1 John 1:7; Romans 15:5, 7)

## **Statement of Faith**

**The Word of God.** We believe that the Scriptures of the Old and New Testaments are fully inspired and without error in the original manuscripts, written under the inspiration of the Holy Spirit, and that they have supreme authority in all matter of faith and conduct. (John 17:17; Romans 15:4; II Timothy 3:16, 17; II Peter 1:19-21)

**The Trinity.** We believe that there is one living and true God, eternally existing in three persons: Father, Son and Holy Spirit; that these are equal in every divine perfection, and that they execute distinct but harmonious offices in the work of creation, providence and redemption. (Matthew 28:19; John I: 1-4; I John 5:7)

**God the Father.** We believe in God the Father, a perfect, infinite, personal spirit. We believe that He concerns Himself mercifully in the lives of men, that He hears and answers prayer, and that He saves from sin and death all who come to Him through His Son, Jesus Christ. (John 3:16, 17; 4:24; 17:5)

**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. (Isaiah 7:14; John 1:14; Philippians 2:5-11; Hebrews 1:2, 3; I John 1:7)

**The Holy Spirit.** We believe in the Holy Spirit who convicts the world of sin, righteousness, and judgment, and regenerates, sanctifies, and empowers 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 14:26; 16:7-15; Romans 8:14-17; Ephesians 1:13-14)

**Salvation.** We believe that all men are sinners by nature and by choice and are, therefore, under condemnation. We believe that the Holy Spirit regenerates those who repent of their sins and trust in Jesus Christ as Savior. (John 1:12-13; 3:3, 16-17; Acts 20:21; Ephesians 2:1-9; Titus 3:5)

**The Church.** We believe that the universal church is a living spiritual body of which Christ is the head and all regenerated persons are members. We believe that the local church is a company of believers who have been baptized by immersion upon a credible statement of faith. (Matthew 28:19-20; 16:18; Acts 2:38-41; Ephesians 2:19-22; 5:25-27)

*The Christian Life.* We believe that all born again believers are empowered by the Holy Spirit to live a holy life, which is pursuing a relationship with Christ. This relationship with Jesus enables us to live in fellowship with believers and to impact a fallen world. (I Corinthians 6:19; Galatians 5:13; I Peter 15:16)

*Baptism.* We believe just as Christ taught and commanded, every believer should be baptized by immersion in water. Believer's baptism represents our cleansing from sin, our identification with Christ and resurrection hope. (Matthew 28:19-20; Romans 6:1-6; Acts 2:38, 41, 42; 8:12)

*The Lord's Table.* We believe Jesus commanded His disciples to observe the Lord's Supper to remember His sacrifice. The Lord's Table should be practiced regularly until He returns. (I Corinthians 11:17-34)

*Religious Liberty.* We believe that every Christian should submit to governmental authorities unless they clearly contradict the Scriptures. Every believer is responsible to God in all matters of faith and conduct. The local church is to remain free from any interference from the state and other ecclesiastical bodies. (Romans 13:1-7; Matthew 22:21; I Timothy 2:1-4)

*Church Cooperation.* We believe that local churches can best promote the cause of Jesus Christ by cooperating with one another. The local church must decide whether or not to affiliate with a denomination or cooperate with other churches or religious organizations. (Ephesians 4:1-6; Philippians 4:10-20; 3:14-16)

*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 reward of the righteous, and the endless suffering of the wicked. (John 5:28-29; Revelation 20:1-15; II Corinthians 5:10; Matthew 25:31-46)

## **Church Covenant**

*As a member of First Baptist Church of Craig, Colorado, I commit myself to God and to the other members to:*

1. *Protect the unity of my church (Romans 14:19; I Peter 1:22; Ephesians 4:29)*
  - *By acting in love toward other members*
  - *By refusing to gossip*
  - *By following the leaders as they follow Christ*
2. *Share in the responsibility of my church (Romans 15:7; I Thessalonians 1:1-2)*
  - *By praying for its growth*
  - *By inviting the unchurched to attend*
  - *By warmly welcoming those who visit*
3. *Serve the ministry of my church (I Peter 4:10; Ephesians 4:11-12)*
  - *By discovering my gifts and talents*
  - *By being equipped to serve by my church*
  - *By developing a servant's heart*
4. *Support the testimony of my church (Hebrews 10:25; I Corinthians 16:12)*
  - *By attending faithfully*
  - *By living a godly life*
  - *By giving regularly*
5. *Fulfill the Great Commission (Matthew 28:19-20)*
6. *Follow the Great Commandment (Matthew 22:37-40)*
7. *Reconciliation and Restoration*
  - *Ask for forgiveness when I have offended another (Matthew 5:24, 6:14-15)*
  - *Grant forgiveness when it is asked of me (Matthew 5:24, 6:14-15)*

## Article V. Membership

*Upon profession of faith in Jesus Christ as Savior, each believer becomes a member of the universal church and has the privilege of becoming a member of the local church.*

### A. Privileges

*Members of First Baptist Church have the following privileges:*

- To serve others*
- To hold an office*
- To vote*
- To teach*
- To serve on committees and boards*

### B. Qualifications and Admission of Members

*In order to become a member of First Baptist Church, the following steps must be taken:*

- Trust in Christ as personal Savior*
- Baptism by immersion*
- Agreement with the Statement of Faith, Mission Statement and Church Covenant*
- Membership Class*
- Present testimony to the Elders*
- Elder Board authorized to approve for membership*
- Official welcome at a regularly scheduled church service*

### B. Dismissal of Members

*Members shall be removed from membership by:*

- Death*
- Joining another church*
- Inactivity -- Any member who the Elder Board determines has not had meaningful contact with the church for a period of one year shall be placed on an inactive list and shall be personally notified, if possible, by the Pastor or an Elder. An inactive list will be maintained by the Elder Board. After another year of no meaningful contact the church will be notified of the fact that the person has removed themselves from membership. A letter to this effect will be sent to that person by the church clerk.*
- Personal request of a member*
- Discipline -- Members may be dismissed as the final result of a church discipline procedure, according to the procedure defined in Matthew 18; Galatians 6:1-6; and II Corinthians 2:5-8.*

### C. Restoration and Reconciliation

*It is always the goal to encourage dismissed members toward the restoration of their membership and the reconciliation of relationships. Members dismissed by the church may be restored to fellowship according to Matthew 18; Galatians 6:1-6; and II Corinthians 2:5-8.*

#### Article VI. Church Government

A. Church Body. *All authority in the church is vested in the voting members of the church body. The following items of business shall be brought to the entire church body:*

- *Calling a Pastor*
- *Staff positions*
- *Selection of Elders and Church Officers*
- *Budget*
- *Buying and/or selling of property*

B. Fiscal Year. *The fiscal year of First Baptist Church shall be January 1 through December 31.*

C. Meetings. *There shall be meetings of the church for worship, prayer, fellowship, teaching, support, encouragement, and conducting business. At least annually, the membership of the church shall be called together for reporting, vision casting, and conducting the business of the corporation. The Elder Board shall determine the annual meeting date, within the first six weeks of the year.*

D. Special Meetings. *Special business meetings may be called with two week's notice by the Pastor, the Elder Board, or by 10(ten) members.*

E. Quorum. *A quorum of the membership of First Baptist Church shall be 20% of the current membership.*

F. Voting. *Voting on the selection of a pastor, changing the articles of incorporation/by laws or buying or selling property will be limited to members who are at least 16 years of age.*

#### Article VII. Pastoral Relations

A. Senior Pastor

1. Establishing the Relationship

a. *The Board of Elders shall appoint a search committee of 5 to 7 members from the church membership to be affirmed by the body at a special meeting called for that purpose.*

*b. Meetings of the search committee shall be confidential, although they will keep the congregation well informed of their process. The District Executive Minister of the RMBC will be contacted for assistance with the process as well as names of potential candidates. Though many potential candidates may be considered, only one will be chosen, by unanimous vote of the search committee to present to the congregation for their affirmation or rejection. In order to receive a call, the vote on a pastoral candidate must be at least 75% in favor.*

*c. The Pastor shall be called by a three-fourths affirmative vote of the church called for that purpose. The candidate's written acceptance of the call shall establish the pastoral relationship as of the date agreed upon between the church and candidate.*

*d. The Pastor and his wife become members of First Baptist Church immediately upon acceptance of the call, or beginning of employment, whichever comes first.*

## *2. Pastoral Responsibilities*

*a. The Pastor, who is an elder not limited by a term of office, will be accountable to the Board of Elders for the performance of his duties. The effectiveness of his ministry will be evaluated annually and recommendations regarding remuneration be made to the congregation by the Stewardship Committee.*

*b. The Pastor, in conjunction with the Board of Elders, may recommend to the Stewardship Committee that they hire a temporary or a volunteer staff person. The Pastor and Elders shall seek congregational approval to hire or appoint permanent and ongoing staff position.*

## *3. Ending the Pastoral Relationship*

*a. The pastoral relationship may be ended, upon 30 days notification, at any time by mutual agreement of the Pastor and the Board of Elders. Severance arrangements will be defined by the Elders and recommended to the congregation for approval.*

*b. Formal accusations against the Pastor will not be allowed except according to I Timothy 5:19-20. Such accusations should be directed first to the Pastor and then, if necessary, to the Board of Elders.*

## B. Pastoral Staff

*The church may employ full or part-time Associate Pastoral Staff as needed. Associate Pastors shall meet scriptural qualifications of I Timothy 3:2-7 and Titus 1:6-9. Associate Pastoral Staff shall be accountable to the Senior Pastor. A church official and spouse become members of First Baptist Church immediately upon acceptance of the call or beginning of employment, whichever comes first.*

## Article VIII. Church Officers

### A. Elders

*Elders are servant leaders whose primary privilege is in serving the body by providing spiritual leadership and direction. Elders are men who desire and seek God's power to meet the standards of leadership set forth in I Timothy 3:1-13 and Titus 1:5-9, so they can humbly walk with God and shepherd the flock.*

#### 1. Additional Privileges and Responsibilities

- *Pray*
- *Be an example to the body*
- *Preaching and teaching*
- *Oversee*
- *Develop additional ministry teams as necessary to meet the specific needs of the congregation or the community.*

#### 2. Selection of Elders

a. Nomination. *Any member may submit names for Elders to the Elder Board prior to the October Quarterly Business Meeting.*

b. Examination. *The Elder Board and Pastor shall determine the number of Elders needed to complete the Board. The Elders will interview the prospective candidates, praying, and determining the recommendations, which will be presented to the congregation one month before the Annual Church Meeting.*

c. Presentation. *Elder candidates shall meet with the congregation prior to the Annual Meeting to share their testimony and current spiritual life and to explain their desire to be an Elder.*

d. Selection. The Elders will be selected by ballot at the Annual Meeting.

e. Term. An Elder may serve up to two consecutive three (3) year terms, after which he is required to have at least one (1) year off before being eligible for re-nomination. The term of office of the Elders shall be staggered. Term of office begins immediately following the annual meeting of each year.

f. Accusation. Formal accusation against an Elder will not be allowed except according to I Timothy 5:19-20. Such accusations should be directed first to the Elder, and then, if necessary, to the Board of Elders. Personal differences shall be handled according to Matthew 18:15-17.

## B. Treasurer

The Treasurer is a Servant whose privilege is to serve the body by caring for the finances of the church in maintaining the church books. The Treasurer shall:

- Pay the bills as authorized by the Stewards
- Keep and present an accurate record of transactions
- Present reports as requested by the Stewards
- Present an annual report
- Prepare and file reports for Federal, State and County
- Maintain giving records
- According to state law, the Treasurer shall not receive or deposit any church monies

1. Term. The Treasurer may serve up to three (3) consecutive 2-year terms, then must have at least one term off before being eligible for re-nomination.

2. Nomination. Nominations for Treasurer shall be given to the Elder Board prior to the October quarterly business meeting. The Elders will interview the prospective candidates, praying, and determining the recommendations, which will be presented to the congregation one month before the Annual Church Meeting. Any candidate for Treasurer should be a member of First Baptist Church of Craig in good standing.

3. Selection. The Treasurer will be selected by ballot at the Annual Meeting.

### C. Financial Secretary

*The Financial Secretary is a servant whose privilege is to serve the body by handling the church's monies. The Financial Secretary shall:*

- *Receive all church monies*
- *Count monies*
- *Record monies*
- *Deposit all church monies*
- *Notify Treasurer of amount and designation of each deposit*

1. *Term.* *The Financial Secretary may serve up to 3 (three) consecutive 2-year terms, then must have at least one term off before being eligible for re-nomination.*
2. *Nomination.* *Nominations for Financial Secretary shall be given to the Elder Board prior to the October quarterly business meeting. The Elders will interview the prospective candidates, praying, and determining the recommendations, which will be presented to the congregation one month before the Annual Church Meeting. Any candidate for Financial Secretary should be a member of First Baptist Church of Craig in good standing.*
3. *Selection.* *The Financial Secretary will be selected by ballot at the Annual Meeting.*

### D. Church Clerk

*The Church Clerk is a servant whose privilege it is to maintain the church records. The Church Clerk shall:*

- *Keep minutes of all congregational business meetings*
- *Keep records of membership, including new members and transfers*
- *Maintain historical records*

1. *Term.* *The Church Clerk may serve up to 3 (three) consecutive 2-year terms, then must have at least one term off before being eligible for re-nomination.*
2. *Nomination.* *Nominations for Church Clerk shall be given to the Elder Board prior to the October quarterly business meeting. The Elders will interview the prospective candidates, praying, and determining the recommendations, which will be presented to the congregation one month before the Annual*

*Church Meeting. Any candidate for Church Clerk should be a member of First Baptist Church of Craig in good standing.*

3. Selection. *The Church Clerk will be selected by ballot at the Annual Meeting.*

#### Article IX. Standing Committees

*A member of a standing committee must be a member in good standing of First Baptist Church and shall have attained the age of 16. That standing committee shall consider those who express a desire to be a committee member for membership. The chairman shall be chosen by each standing committee from among its members. Committees may bring decisions to the body for affirmation or a vote as they deem it necessary. The Standing Committees of First Baptist Church may include, but not be limited to:*

1. Stewardship

*The Stewardship Committee is a group whose privilege is to serve the body by overseeing church finances and facilities. The Stewards shall be members in good standing and shall:*

- *Establish a budget for the church body to be adopted at the Annual Church Meeting.*
- *Oversee spending and deposits*
- *Oversee the church grounds and facilities*
- *Hire or terminate temporary and/or volunteer employees*
- *Prepare compensation packages for all church staff to be reviewed by the Elder Board*

2. Fellowship/Care

3. Worship

4. Christian Education

5. Missions

#### Article X. Indemnification

*The Elder Board shall have and may exercise the power to indemnify any director, officer, employee, fiduciary, or agent or former director, officer, employee, fiduciary, or agent of the Corporations, and the Personal Representatives of all such persons, against expenses actually and necessarily incurred in connection with the defense of any suit, action or*

*proceeding, in which such person is made a party by reason of being or having been such director, officer, employee, fiduciary, or agent. Expenses actually and necessarily incurred shall be deemed to include the costs to such person of reasonable settlement made with the consent of the Corporation. Such indemnification, if approved by the Elder Board, shall not be deemed exclusive of any other rights to which such person may be entitled, under this Constitution, by agreement, by vote of the members of the Church Body, or otherwise.*

*The extent of the Corporation's power to indemnify the above-enumerated persons shall be as defined by Section 7-22-101.5 of the Colorado Revised Statutes, which incorporates by reference Sections 7-109-101 to 1-109-110 and Section 7-108-402.2 of the Colorado Revised Statutes.*

*Notwithstanding the above, nothing contained in this Article, or elsewhere in this Constitution, or in the Articles of Incorporation, shall be construed to require the Elder Board to indemnify any director, officer, employee, fiduciary, or agent nor to grant to any such person a right of indemnification.*

#### ARTICLE XI. Acquisition and Disposition of Property

*1. Real Estate. Any business meeting at which decisions are to be made to buy, sell or encumber the real estate or approve new construction on the property will be announced, and the nature of the business publicized at all regular services for two weeks prior to the meeting and the resident members shall be notified of said meeting by mail not less than ten (10) days before the meeting. Such decision regarding the real property shall be approved by a 3/4 vote of a double quorum of the qualified members 16 and over.*

*2. Organic Division. Should any unfortunate conditions arise which would bring division in the membership of this church, the property shall belong to those members who abide by this constitution. Should there be a question as to who is abiding by this constitution, a board of arbitration shall be appointed by the board of Trustees of the Conference, Association or Convention with which the Church is affiliated at the time of division to determine which party of the division is following the constitution.*

*3. Dissolution and Disposition of Property. Should conditions prevail when, for any reason, the Church work cannot continue, this Church may be dissolved by a 3/4 vote of a double quorum of its active membership, provided such action is recommended by a unanimous vote of the Board of Elders and Stewards. Notice of such action must be given by mail to all active resident members not less than ten (10) days before the meeting when the dissolution proposal is to be voted upon.*

*In case of dissolution, all properties shall be liquidated and proceeds, after all just obligations are paid, shall be given by a simple majority vote of the membership to one or more organizations having like purpose and tax-exempt status in compliance with the Internal Revenue Codes and Colorado Law.*

#### Article XII. Amendments

*These articles or rules or order may be altered, amended or stricken out at any regular business meeting provided that copies of the amendment have been presented in writing to the membership and duly publicized from the Pulpit at the regular Church meetings for a period of at least two weeks prior to such meeting, and provided further that such change shall not conflict with the Articles of Incorporation of the Church.*

#### Article XIII. Organizations

*No organization shall be formed or considered a part of church activities until it is approved by the Elder Board. Approved organizations must confer with a designated member of the pastoral or program staff from time to time regarding their objectives and plans. No organization shall incur financial obligations for the Church to pay, out side budgeted funds or special organization treasury, without the approval of the Elder Board. Each organization shall prepare a program and financial report of the annual meeting of the Church.*

#### Article XIV. Ordaining, Licensing and Commissioning

1. Ordination. *The church shall have the authority to ordain a member who has proven himself to the board of Elders to be Spirit-filled with a confirmed calling to the full-time Gospel ministry. If recommended by the Board of Elders, ordination shall be approved by a three-quarters majority vote of members present at a duly called business meeting of the Church. The ordination process shall follow the recognized procedures of the Rocky Mountain Baptist Conference and the Baptist General Conference regarding examination and ordination of ministers.*

2. Licensing. *The Board of Elders shall have the authority to license a member of the Church who has demonstrated prolong, consistent, and Biblical ministry to carry out those ministerial functions and duties as approved by the Board of Elders. The license granted by the Board of Elders may be ongoing. It may be for a specified term, not to exceed the tenure of office at this Church. The Board of Elders may revoke this license at any time with or without cause.*

3. Commissioning. *The Board of Elders shall have the authority to commission a member of the Church who has demonstrated prolonged, consistent and Biblical ministry to carry out those ministry functions and missionary services as approved by the Board of Elders. The commission granted by the Board of Elders may be ongoing. It may be for a specified term, not to exceed the tenure of membership at this Church. The Board of Elders may revoke this Commission at any time with or without cause.*

Article XV. Contracts

*The Board of Elders and the Pastor may authorize any officer or officers, official or officials, agent or agents of the Church to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Church, and such authority may be general or confined to specific instances.*

Article XVI. Waiver of Notice

*Whenever any notice is required to be given under the provisions of the State of Colorado Nonprofit Corporation Act or under the provisions of the Articles of Incorporation or the Constitution of the Corporation, a waiver thereof in writing signed by the person or persons entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice.*