

CONSTITUTION OF The Bible Baptist Church Of Rantoul

March 2016 Amendment/Printing

Article I – Name

The name of this organization shall be “BIBLE BAPTIST CHURCH OF RANTOUL.”

Article II – Purpose

Bible Baptist Church exists to exalt the Triune God through evangelizing the lost and equipping and edifying believers for service as fully devoted followers of Jesus Christ.

- Exalt: We will encourage personal and public worship by offering our sacrifice of praise and living pure and holy lives.
- Evangelizing: We will endeavor to reach our community with the gospel of Jesus Christ and support home and foreign missions prayerfully and financially.
- Equipping: We will endeavor to nurture and disciple believers through teaching and preaching the whole counsel of God.
- Edifying: We will endeavor through the use of our spiritual gifts to strengthen and encourage one another to grow continuously and progressively towards Christ likeness.

Article III – Church Covenant

Section 1 – Purpose

This covenant is a practical way of bringing our responsibilities before us as members of a local church. It is not meant either to supplant or supplement the Bible. It is a standard of excellence to challenge us to higher ground in Christ.

Section 2 – Covenant

As members of the body of Christ through our faith in the finished work of Jesus Christ upon the cross, and having been led by the Holy Spirit to become members of this local manifestation of His body, we enter into covenant with one another in the presence of God.

We determine, with God's help as a body and as individuals, to bring glory to God. Thus, our first priority will be to daily maintain our personal and family fellowship with God through a study of His word, prayer, confession of sin, and dedicated living.

We determine to treat other members of the body with love and respect. We will seek to encourage and minister to one another by our prayers, our attitude of friendship, word of encouragement, and aid in times of trouble, sickness, or distress. We will make every effort to speak only the truth in love and avoid all behaviors that are hurtful and bring harm to relationships with others. We will deal with

our differences in the scriptural way which prescribes first going to the person with whom we have a difference in order to work out a godly solution.

We determine to behave differently from the ungodly lifestyle of this world which promotes the lust of the eyes, and the lust of the flesh, and the pride of life. We will endeavor to avoid every form of evil as mentioned in the Bible. In our individual and corporate lives we will strive to reflect the character of Jesus Christ. Having been called to holiness and the pursuit of righteousness, we will strive to live in a manner that is worthy of the calling we have received.

We determine, through our words and actions, to seek to bring others into the body by proclamation of the good news of the gospel of Jesus Christ. We understand that those without Christ are lost and doomed to eternal punishment. Therefore, we will seize every opportunity to spread the gospel here and throughout the world.

We also determine that when we leave this local body we will, as soon as possible, unite with another church which adheres to the principles of the word of God and the spirit of this covenant.

Article IV – Statement of Faith

Section 1

The following is a statement of “those things most surely believed among us” (Luke 1:1). While membership does not demand total adherence to this statement, it does require that no member shall promote teachings out of harmony with those beliefs. Those who disrupt our unity by doing so will be dealt with according to the principles of Matthew 18:15-17.

Section 2 – The Scriptures

We believe that the Bible, composed of the 66 books of the Old and New Testaments as originally written, was verbally inspired by God (2 Timothy 3:16) through Spirit controlled men (2 Peter 1:19-21) and preserved for us (Matthew 5:18). Therefore, it is truth without error (John 17:17). We believe that it is the true center of Christian union and the only authoritative rule for all faith and practice.

Section 3 – The True God

We believe that there is only one living and true God (Deuteronomy 6:4). He is a personal (Exodus 20:2-3) spirit being (John 4:24), infinite and perfect in every way (Matthew 5:48). In the unity of the Godhead there are three personal distinctions: the Father, the Son, and the Holy Spirit. (Matthew 28:19). They are one in substance and equal in every divine perfection.

- **God the Son**
We believe that Jesus Christ is fully God in every way (John 1:1; Colossians 2:9). We believe that he took upon himself a human body and nature and experienced a complete and full humanity (Philippians 2:6-8). He avoided the sinful human nature through the miraculous virgin birth (Matthew 1:18-23). Through His sinless life and the offering of himself as a sacrifice for man's sin by His death, burial, and resurrection, He is the Savior of the world (1 Corinthians 15:1-4).
- **God the Holy Spirit**
We believe that the Holy Spirit is a divine person, fully equal with the Father and the Son (Acts 5:3-4; 2 Corinthians 3:17). He is the direct agent of the Godhead in applying divine works to God's creation (Psalm 104:30). His works in the world in general include creation and its maintenance (John 26:13; Psalm 104:30), inspiration of Scripture (1 Peter 1:21), restraining and

convicting of sin (2 Thessalonians 2:7-8; John 16:8-11), and His ministry of glorifying Christ (John 16:14).

To the believer specifically, He has an active role in regeneration (Titus 3:5-6); He immediately baptizes the saved into the body of Christ (1 Corinthians 12:13); He permanently seals and indwells (Ephesians 1:13; 1 Corinthians 6:19); He gives assurance of salvation (Romans 8:1); He fills those who meet the biblical conditions (Ephesians 5:18); He intercedes (Romans 8:26-27); He guides (Romans 8:14); and He equips for spiritual service (1 Corinthians 12:11).

In equipping for service, the Holy Spirit gives spiritual gifts. Some of these were for confirming and authentication the message of the early New Testament church and were therefore temporary (speaking in tongues, interpreting of tongues, healing, and miracles) (Mark 16:17; Hebrews 2:3-4; 1 Corinthians 13:8-13). The remainder of the gifts are for the edifying of the church and are therefore permanent.

Section 4 – The Devil, or Satan

We believe in the reality and personality of Satan (Matthew 4:1-3). He was created by God as a perfect angel (Ezekiel 28:15), but through pride and rebellion became the enemy of his creator (Isaiah 14:12-14). He has become the unholy “god of this age” (2 Corinthians 4:4). He is the author of all powers of darkness and sin by which he seeks to blind unbelievers to the truth of the gospel and cause believers to stumble (1 Peter 5:8). He is destined to the judgment of an eternal justice in the lake of fire (Revelation 20:10).

Section 5 – The Creation

We believe that God, by direct act, created the heavens and the earth and all that is in them (Exodus 20:11; Genesis 1 and 2). We believe that He continues to maintain and preserve His creation (Colossians 1:17) until that future time in which this present heaven and earth will be destroyed and a new heaven and earth created (2 Peter 3:10-13).

Section 6 – Man

We believe that man was created in the image and likeness of God (Genesis 1:27). Through Adam's voluntary act of sin (Genesis 3), the sin nature is passed to all mankind at conception (Romans 5:12-19). As a result, man is spiritually dead and separated from God and faces God's judgment (Romans 6:23). Man's only hope of escaping eternal judgment is the new birth (John 3:3), whereby he is made a new creature in Christ (2 Corinthians 5:17) and restored to fellowship with God.

Section 7 – The Atonement

We believe that God Himself atoned for the sins of mankind by becoming a man in the person of Jesus Christ (Philippians 2:6-8), living a perfect and sinless life, and becoming a sacrifice for our sins (Isaiah 53:4-6). Through His substitutionary death upon the cross, the penalty for sin has been paid and divine justice is satisfied (2 Corinthians 5:21). Man is thus provided with the opportunity for forgiveness of sins and eternal salvation (1 Peter 2:24).

Section 8 – Salvation

We believe that salvation is “of the Lord” (Jonah 2:9). He alone accomplished the work to make it possible for man to be justified in His sight (2 Corinthians 5:21) and He sovereignly draws men to Himself to be saved (John 12:32).

We believe that faith (complete trust) in the finished work of the Lord Jesus Christ upon the cross is the only condition for salvation from sin and that this salvation is wholly by grace, not merited in any way (Ephesians 2:8-9).

We believe that those who receive Christ as their Savior are “born again” (1 Peter 1:23), have become new creatures in Christ (2 Corinthians 5:17) and have been saved in order to bring glory to God through their resulting good works (Ephesians 2:10). These good works are produced by God in the believer and in no way make salvation more secure. The security of salvation is in the promise of God who says that “all who believe will never perish” (John 3:16) and that “we are kept by the power of God unto salvation” (1 Peter 1:5).

Section 9 – The Saved and the Unserved

We believe that there is a radical and essential difference between the saved and the unsaved. Only those who through faith are justified in the name of the Lord Jesus Christ, and sanctified by the Spirit of God, are truly righteous in God's sight (2 Corinthians 5:21). All who refuse to repent and thereby continue in unbelief remain lost in God's sight and stand condemned before Him (John 3:18). This distinction continues after death in the everlasting conscious joy of the saved in heaven (John 14:1-3) and in the everlasting conscious suffering of the unsaved in a literal hell (Luke 16:22-24).

Section 10 – The Church

We believe that the church is the body of Jesus Christ (Ephesians 1:22-23). It began on the day of Pentecost and continues until the coming of Christ for the church. It is composed only of those who have received Jesus Christ as Savior.

The Church has two aspects: the universal, composed of all true “Christian” believers baptized into the body of Christ by the Holy Spirit (1 Corinthians 12:13), and the local, composed of all professing believers in a given locality united together upon confession of faith and baptism (Galatians 1:2).

We believe that the local church has been commissioned by God to preach the gospel to every person, baptize those who believe, and teach the words of the scripture (Matthew 28:19-20). The church is to meet together for the purposes of worship, prayer, teaching, fellowship, mutual helpfulness, and the observance of the ordinances (baptism and the Lord's Supper) (Acts 2:42-47).

We believe that each local church is to be independent from coercion and rule by others being responsible only to the head of the church, Jesus Christ. The government of the local church is to be congregational in form (Acts 6:1-6; Matthew 18:15-20). We believe that the church has two offices whose qualifications and duties are scripturally outlined: pastor and deacon (1 Timothy 3:1-13).

Section 11 – The Ordinances

Baptism

We believe that baptism (from the Greek word “baptize” meaning to dip or immerse) is the immersion of a believer in water (Acts 8:36-38). It is done in obedience to the command of the Lord, because of salvation and not in order to achieve it (Matthew 28:19). Dipping under the water and raising up out of it sets forth in a visual way the believer's identification with the death, burial, and resurrection of Christ (Romans 6:2-4). Baptism is a prerequisite for local church membership (Acts 2:41).

Communion

We believe that communion is a remembrance of the death of our Lord Jesus Christ (1 Corinthians 11:24-26). The bread figuratively represents His broken body and the cup represents His shed blood (Luke 22:19-20). Communion is an act of obedience and bestows no special grace upon the partaker. It is to be observed by those who are saved, baptized and in proper fellowship with the Lord (1 Corinthians 10:16) through careful examination of life and confession of sin (1 Corinthians 11:27-32). Communion is offered to all believers who meet the above requirements (1 Corinthians 10:16-17).

Section 12 – The Return of Christ

We believe in the bodily, personal return of Jesus Christ to this world (Acts 1:11). His coming for the church, in which He will cause believers to be “caught up” to meet Him in the air, could be at any moment (1 Thessalonians 4:16-17). This event will result in the beginning of a seven-year tribulation period on the earth (Daniel 9:25-27). At the close of the tribulation He will come with His church to judge the living nations and set up His thousand year kingdom on Earth (Revelation 19-21).

Section 13 – The Resurrection and Judgments

We believe in the resurrection of the bodies of the dead (John 5:21-30). Believers who have died in Jesus will be raised at the coming of Christ for His church and caught up with the transformed living saints to meet the Lord in the air (1 Thessalonians 4:16-17). They will then stand at the Judgment seat of Christ to give an account of themselves and to receive their rewards (1 Corinthians 3:11-15; Romans 14:10). The wicked dead will be raised at the close of the Millennial Kingdom and stand in their bodies at the Great White Throne Judgment to receive their final doom (Revelation 20:11-15).

Section 14 — Human Sexuality and Marriage

We believe that God, in His infinite wisdom and love, created mankind as the crown of His creation (Genesis 1:26). As such, He created them uniquely: male and female as complementary sexes (Genesis 1:27-28; Matthew 19:4; Mark 10:6). Furthermore, we believe that each individual is created confirmed in their sexual gender by a sovereign and omniscient God so as to remove any doubt concerning gender or sexual orientation (Psalm 139:13-16a; Romans 1:26).

We believe that God created mankind as complementary sexes for the purposes of procreation, the preservation of righteousness and for mutual pleasure (Genesis 1:28; Deuteronomy 6:7; Proverbs 5:19; Ephesians 6:4). He has done so through the sacred union of heterosexual, monogamous marriage (Matthew 19:4-6; Mark 10:7-8). We believe that any perversion of God's institution of marriage is sin (Hebrews 13:4): involving but not limited to premarital sex, pornography, homosexuality, adultery, or any other form of immorality (Galatians 5:19-21).

We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking mercy and forgiveness through Jesus Christ (1 John 1:9).

We believe that every person must be afforded compassion, respect, and dignity. Hateful and harassing behaviors or attitudes directed toward any individual are to be rejected as unbecoming of those who embrace the Scriptures and the Gospel of Christ (Romans 12:16; 1 Corinthians 6:9-11); Ephesians 4:1; Philippians 4:5; Colossians 1:10).

Article V – Associations

We believe that each local church stands independently under the rule of Jesus Christ alone. Therefore we will not become associated with any group or organization which would seek to exert control in any area of our church's ministry. We do, however, recognize the need of fellowship with

other parts of the body of Christ and we understand that some ministries can be more effective if several like-minded churches work together (i.e. world missions, college education, social agencies). Therefore, this church will have the right by majority vote, to befriend or associate on a fellowship basis with other churches that are in harmony with our doctrinal statement.

We believe that the scriptures teach that believers and local churches should separate from worldliness, doctrinal apostasy and any individual or group which threatens or interferes with the church's ministry of glorifying Jesus Christ. This church will not cooperate in ministry with those who reflect these areas.

This church presently fellowships with the General Association of Regular Baptist Churches.

Article VI – Membership

Section 1 – Definition of Membership

Membership at Bible Baptist Church is a privilege entered into by those who have professed Jesus Christ as their personal Lord and Savior, have obediently followed him in Baptism and desire to be added to his visible body of believers (Acts 2:41).

Section 2 – Admission of Members

Prior to admission, prospective members must agree with our statement of faith and work in accordance with our constitution. Members will be admitted by majority vote of the congregation at a regularly scheduled service, having given assurance of their salvation and baptism by testimony to the pastor and at least one deacon. If the office of pastor is vacant, another deacon will serve in his place.

Section 3 – Classification of Members

Clause A: Active Member

A member is one who attends regularly one or more of the following services: Sunday morning, Sunday evening, or the midweek Bible study; supports its ministries through serving, prayer, and giving; and is not under church discipline for any cause.

Clause C: Inactive Member

Those members who do not attend or support its ministries for a period of six months will be placed on an inactive list by the deacons. They may be reinstated by vote of the deacons. Members under discipline shall be considered inactive.

Clause D: Voting Member

An active member who is 16 (sixteen) years of age or older.

Section 4 – Privileges of Members

Clause A:

Only active members shall be eligible to hold offices in this church.

Clause B:

Only voting members may participate and vote in the business meetings of this church.

Section 5 – Discipline of Members

Our Lord states that a duty of the church is to exercise discipline in its fellowship upon any member who persists in sin and disobedience (Matthew 18:15-20).

Clause A:

A member who falls into sin should be dealt with according to the principles and procedure given in scripture (Matthew 18:15-20). The deacons and/or church shall become involved only when this scriptural procedure has been followed. Should repentance be expressed during any part of this process, disciplinary action will be dropped. The deacons may decide what form of public repentance, if any shall be necessary.

Clause B:

The scriptures present several acts of sinfulness which are destructive enough to the church to warrant discipline. These are:

1. Disorderly conduct (2 Thessalonians 3:6-11)
2. Immoral conduct (1 Corinthians 5:1,2,5,7,9,11,13)
3. Doctrinal divisiveness (Romans 16:7-8; Titus 3:10; 1 Timothy 6:1-5) implies active promotion of doctrine not in accord with teachings reflected in our statement of faith.
4. Intra-member conflicts (Matthew 18:15-18)

Clause C:

When charges are made against any member (after Clause A has been followed) to the pastor or deacons, the accused shall be notified personally or by registered letter (if personal contact is impossible) of the nature of the charges. Then the deacons shall investigate the truth of the charges and also any possible justification the accused may have. Then, if their determination is that the charges are correct and the action of the accused unjustifiable, the deacons would then recommend to the church disciplinary action. The primary purpose of this discipline is restoration of the erring one (Galatians 6:1).

Clause D:

The discipline which can be imposed may include one or more of the following:

1. Exclusion of the member from the Lord's table
2. Removal from offices held in the church (may be temporarily imposed while charges are being investigated)
3. The maximum discipline which the church can impose is the exclusion of members from membership and/or attendance at the services of this local church, by means of a majority vote of the congregation during an appropriately announced regularly scheduled meeting.

Section 6 – Termination of Membership

Membership in this church may be terminated in any one of the following ways:

Clause A:

Death of the member

Clause B:

Written request of the member

Clause C:

Written request from another church for a letter of recommendation or a certificate of church membership.

This request will be honored for any active member who wishes to unite with another church of like faith and practice. This letter shall be sent by the church clerk to the pastor or clerk of the church with which the member is uniting.

Clause D: Continuous Inactivity

Any member who has severed his relationship with this church shall have his name removed from the membership roll by the deacons, after proper investigation.

Clause E: Expulsion

A member may be expelled for conduct which is not becoming to the walk of a Christian. Procedures are set forth in section five (5) of this article. Church action is required.

Article VII – Officers

All officers except the Pastor shall have been a member of this church for a period of at least six months before being selected. Their term shall begin on the first day of the month following the selection. No person shall hold more than two offices.

Section 1 – Pastor

The Pastor shall be a recognized minister, Baptist in doctrine and practice, in good standing, who believes without reservation the articles of faith adopted by this church. This church shall call such a minister when the church is convinced of the Holy Spirit's leadership to that end. His call shall be for an indefinite length of time. A 90% or more vote of those present at an appropriately announced business meeting shall constitute a call to a pastor. A vote of less than 90% of those present at that meeting shall not constitute a valid call. If at any time a pastor fails to perform his duties and abide by the qualifications set forth in this article, the church may declare the pulpit vacant by a minimum of two-thirds vote at a regularly called meeting. They shall provide notice of not less than 30 days from the time this action was taken. The pastor shall give 30 days written notice if he desires to resign as pastor.

Clause A: Pastor's Qualifications

The qualifications of the pastor are given in 1 Timothy 3:1-7; and 1 Peter 5:1-4. The church should diligently evaluate these qualifications before calling a pastor.

Clause B: Pastor's Ministry

The Pastor shall preach and teach the Word of God, serving as the under-shepherd of God's sheep. Having been given the responsibility of overseer by God, he is to carry out these responsibilities in a mature, Spirit-directed manner. The pastor is to be responsible for the feeding of God's word to the people and shall have in his charge the regular services of the church. He is to lead the people into practical Christian living through example and teaching. The direction of his ministry is the equipping of God's people to do the work of the ministry and the evangelization of the lost. In his responsibilities to the people, his is to protect the sheep from Satan's attacks and help those who are weak in the faith to grow.

The Pastor should approach his ministry with the attitude of both a servant and a steward, recognizing that he is first a servant of God, given as a gift to the church by God to serve the people of God, also realizing that he is an under-shepherd with Jesus Christ being the chief shepherd. With this understanding the pastor is to care for the sheep as those whom belong to God and have been entrusted into his care. He should realize that he will give an account to God.

The Pastor shall be an ex-officio member of all committees.

Section 2 – Deacons

The church shall choose from its membership six (6) qualified male members at its annual business meeting to serve as deacons. Their term shall be three (3) years and arranged to end alternately. These men shall be approved by the church membership at the annual business meeting. For each 25 members over 100, a qualified deacon shall be added. They will serve as the state required directors of the Corporation.

Clause A: Qualifications

The qualifications for deacon will be those prescribed and set forth in the New Testament – Acts 6:1-4; 1 Timothy 3:3-13. They must be members in good standing for a minimum of six (6) months preceding the annual meeting.

Clause B: Responsibilities

1. They will serve the elements for the Lord's Supper
2. They will oversee the committees and matters of church policy
3. They will work closely with the pastor in over-seeing the work and the ministry of the church, establishing goals based on the spiritual, emotional, and physical needs of the church and then working together to see those goals attained.
4. They will strive to help the pastor in any responsibility so that he can give himself to prayer and study of the Word.
5. They will recommend individuals to the church when a selected office (other than pastor) becomes vacant between annual selections or when increased membership calls for an additional officer.
6. They will review the Search Committee list to determine if individuals meet the qualifications for the office.
7. In the event of a vacated pulpit, they will assume the responsibility for the ministry areas of the church.
8. They will be responsible for overseeing the care of the membership.
9. They will administrate a Benevolence Program to meet physical needs of membership
10. They will review budget information submitted by committees and, along with the treasurer, prepare a proposed budget for the coming year. The proposed budget will be presented to the church for approval at the December quarterly meeting.

11. They will review recommendations from the pulpit committee and then determine whether or not to invite the person being considered as a candidate. To extend an invitation, the possible candidate will not receive more than one "No" vote of the quorum voting. A quorum shall consist of a majority of the deacons. Candidates will be interviewed by the deacons to determine whether or not to recommend the candidate to the church as pastor.
12. They will distribute each year a form explaining the committees and areas of service, as stated in Article VIII.
13. The Secretary of the deacons will be responsible for the recording of the minutes for all church business meetings and will have the responsibility of maintaining the membership records.

Clause C: Organization

They will select from among themselves a chairman, vice-chairman, and secretary. They will also select from among themselves individuals to chair the committees. They will meet monthly. Special meetings may be called by the chairman and/or pastor without the deliberate exclusion of any members. A simple majority of its members will be necessary to conduct business.

Section 3 – Additional Church Officers

Those selected to the following offices should exemplify a godly life demonstrating the fruit of the Spirit and the skills needed for the specific function. They will be selected annually at the September quarterly meeting, serving in the office from October 1 through September 30. Eligibility for serving will require having been a member in good standing for a minimum of the six (6) months preceding the September selection.

Clause A: Treasurer

At each annual meeting the church shall select from its membership a treasurer. The treasurer shall make all budgeted payments and special expenditures as directed by the church, keeping true and fair record of accounts. The treasurer will serve on the financial administration committee and provide a monthly report to the deacons. The treasurer shall also make a full report to the church at its annual meeting and when otherwise directed.

Clause B: Financial Secretary

At each annual meeting the church shall select from its membership a financial secretary who will serve on the financial administration committee. The financial secretary shall, along with a member of the financial administration committee, count and deposit all the offerings of the church and keep an accurate record of the same. The records shall be promptly turned over to the treasurer. Personal giving records shall be prepared and distributed not later than January 31st to those individuals.

Clause C:

The treasurer and financial secretary's positions can be combined by the approval of the deacons if it is impractical to separate.

Article VIII – Committees

Each year committees will be formed to provide structure and organization to the church operations. By the first Sunday of September the deacons will distribute a form explaining these committees and areas of service available. The committees will be chaired by a deacon and consist of volunteers who have been members for a period of at least six (6) months. Each year following the September business meetings new committees will be formed to serve from October 1 through September 30. The committees, although made up of volunteers, will of necessity work within the organizational

structure of the church. They will be responsible to the deacons and ultimately to the will and direction of the church body pictured in the diagram below. Working with the pastor and deacons these committees will be responsible for the area of ministry they represent specified as follows: (the exception – Search Committee and Pulpit Committee).

Section 1: Worship Committee

The Worship committee will be responsible for the management and operations of the worship aspects of the church, striving to create an atmosphere conducive to worshipping our Lord in spirit and in truth.

Clause A: Responsibilities

1. They will be responsible for worship preparations (i.e. welcoming worshipers, announcements, promotions, ushers, and sound room personnel)
2. They will be responsible for worship participation
3. Promoting the music ministries (i.e. musicians, musical specials, choir, and worship leaders)
4. Preparing for the celebration of the ordinances (communion and baptism)
5. Involving the body in prayer and Scripture reading
6. They should work to find ways to extend worship beyond the service times and the church building, promoting an atmosphere of continued worship.
7. They will arrange accommodation for pulpit supply and ministry related guest as needed.
8. They will be responsible to submit budget information to the deacons

Section 2: Christian Education Committee

The Christian education committee is responsible for providing opportunities to grow in the knowledge, understanding, and application of the Word of God. They will endeavor to coordinate all educational ministries of Bible Baptist Church.

Clause A: Responsibilities

1. They will be responsible for the operation of the church's Sunday School ministry (selecting or approving of materials and organizing staff to facilitate the edification of all age groups)
2. They will be responsible for the selection and operation of appropriate youth and children's ministries and directors of those ministries.
3. They should work to assess the educational needs of the church family and recommend resources and programs to meet those needs (i.e. small group ministries, seminars, video teaching aids, library, summer youth ministries, etc).
4. They will be responsible for the staffing and programming of the nursery and children's church time ministries as deemed necessary.
5. They will be responsible to submit budget information to the deacons.

Section 3: Missions, In-reach and Outreach Committee

This committee will promote and provide the evangelistic endeavors of the church following the pattern of Acts 1:8. They will also promote and provide programs and activities for the local body to encourage an atmosphere of Christian fellowship.

Clause A: Responsibilities

1. Missions

- a. They should seek to promote missions in our church, encouraging involvement in missions work (i.e. conferences, Ladies Missionary Helpers, etc)
 - b. They will have oversight of all missionary support groups within the church
 - c. They shall be responsible for recommending missionaries for support and recommending changes in support level of missionaries. This church will support only missionaries, projects, schools, and mission churches that are in agreement with the doctrine and practice of this church.
 - d. They shall invite guest missionary speakers and arrange accommodations for them
- 2. Outreach
 - a. They shall seek to encourage and involve the local body in local evangelism in accordance with Article 5, associations (i.e. visitation program, local crusades, hospital/nursing home ministries, tract ministry, evangelistic programs, etc).
- 3. In-Reach
 - a. They shall seek to develop means to meet the social, emotional, physical, and spiritual needs of the local body (i.e. potluck dinners, banquets, recreational activities).
 - i. Arrange meals and child care for those in need.
 - ii. Arrange visits and/or gifts for those hospitalized
 - iii. Work with pastor on hospitality to families during times of bereavement

Clause B:

They will be responsible to submit budget information to the deacons.

Section 4: Resource Management Committee

The resource management committee will be responsible for the general oversight of all church properties and personnel other than pastoral staff.

Clause A: Responsibilities

- 1. Building, grounds, and equipment
 - a. They will be responsible for the maintenance of building, grounds, and equipment (i.e. lawn care, sound room, parking lot, cleaning, etc).
 - b. They will determine needs of church and supervise improvements or upgrading as deemed necessary
 - c. They will review and recommend insurance or changes in policy to provide adequate coverage.
 - d. They will be responsible for building security.
 - e. They will handle all requests for building use and supervise the same.
- 2. Personnel
 - a. They will be responsible for the hiring and supervision of all non-pastoral staff as approved by the church
- 3. Property Acquisition and Disposition
 - a. They shall hold in trust for the church any documents such as deeds, abstracts, title, etc. for safe keeping. These documents are to be relinquished for appraisal or survey upon request of the church.
 - b. They will supervise the acquisition and disposition of church properties as directed by the church. No purchase of real estate or sale of same will be made without church approval.
 - c. They will supervise and oversee the purchasing of equipment and supplies (i.e. janitorial supplies and office supplies, etc).
 - d. Any equipment purchases above 250.00 and not already budgeted will require a recommendation to the deacons and approval by the church with the exception of plant emergencies.
- 4. They will be responsible to submit budget information to the deacons.

Section 5: Search Committee

The search committee shall consist of five (5) members selected by the deacons and approved by two-thirds of the voting members present at the June quarterly business meeting.

Clause A: Responsibilities

1. They shall choose from themselves a moderator to manage the search committee.
2. They shall accept recommendations from the church membership to fill needed offices.
3. They shall present the list of names recommended by the church membership to the deacons.
4. They shall receive the list from the deacons and contact individuals from the list to verify willingness to accept an office as approved by the church.
5. The final list of recommended individuals shall consist of no more than one name for each vacancy to be filled.
6. The completed list shall be posted at least two (2) weeks prior to the annual business meeting.
7. Should a position remain vacant after the annual meeting, this committee will repeat the search process. Another individual's name will be presented at the earliest possible time.

Section 6: Pulpit Committee

The Church shall select from its membership five (5) individuals at a special business meeting to be held after the second Sunday evening service following the resignation or notice of a vacant pulpit. The chairman of the deacons shall serve as the sixth member and will moderate.

Clause A: Responsibilities

1. Evaluate the needs of the church and, in cooperation with the deacons determine qualities sought in a pastor.
2. Acquire and review resumes
3. Prepare a pastoral search questionnaire to be distributed to selected individuals chosen from the resumes.
4. Review returned questionnaires and choose an individual to come as pulpit supply. If at all possible as part of this review process, listen to him in his current ministry.
5. Interview pulpit supply to determine whether he is to be recommended to the deacons to come as a candidate. To be recommended to the deacons, the potential candidate should receive not more than one "NO" vote of the quorum. Four members are necessary to conduct any business.
6. One candidate at a time shall be recommended to the deacons.
7. This process shall continue until the pulpit has been filled. This committee is dissolved when the vacancy is filled.

Section 7: Financial Administration Committee

The financial administration committee will be responsible for oversight of all financial activities of the church.

CLAUSE A: RESPONSIBILITIES

1. The church treasurer and financial secretary will be members of this committee.
2. They will be responsible to develop a system to manage and control expenditures.
3. They will review expenditures via QuickBooks reports monthly.
4. They will verify that all tax liabilities are deposited on time.
5. They will provide oversight for savings and/or investment programs.
6. They will schedule a yearly audit of the financial records using either an outside agency or a committee made up of church members as approved by the deacon board.

Article IX – Finances

Section 1

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

Section 2

Monies shall be raised by the church only through free-will giving and interest-bearing accounts.

Section 3

The church books will be audited annually by a qualified accountant or a committee approved by the deacons.

Article X – Business Meetings

Section1

There shall be an annual meeting of the church on the second (2nd) Sunday in September to select officers (those selected must be approved by two-thirds of the voting members present) and to transact any other business. In case of any omission in holding the selection as above, the meeting shall be called and held upon the earliest available date thereafter.

Section2

The individuals who are selected for an office shall serve from 1 October to 30 September of the following year, or according to the terms of that office.

Section 3 – Quarterly Meetings

There shall be a quarterly business meeting of the church on the first (1st) Sunday of December, March, and June to review past business, committee reports, and any other business it (the church) may deem necessary. The December quarterly meeting will also act upon the budget for the next fiscal year.

Section 4 – Special Business Meetings

Special business meetings may be called at any time by the pastor and/or chairman of the deacons provided a public notice be given of the same on the Lord's Day preceding. Those for calling or dismissing a pastor shall be given public announcement for two preceding Sundays. At such a meeting, thirty percent of the active members shall constitute a quorum. Routine business may be done, when necessary, at any stated meeting of the church without regard to the above requirements.

Section 5

There shall be no provision for absentee ballots.

Section 6: Order of Meetings

In the conduct of business the principles of: love for one another, respect for the contribution of each voting member regardless of age or position, and the desire to maintain the unity of the Spirit shall

guide our conduct. Unless stated otherwise in this constitution a simple majority of the voting members present will constitute either approval or disapproval of any matter brought to a vote.

The following procedures shall serve as a guide in ordering the conduct of business:

1. Presentation of an agenda item for consideration will constitute a motion.
2. Opportunity will be allowed for the motion to be explained and to give the reasoning supporting the motion's presentation. (note: this is not time for discussion of the matter – only clarification)
3. A second to the motion will be required prior to discussion. (note: if no second is voiced the motion will be dropped)
4. There will be opportunity for discussion of each motion presented following a second. (Note: discussion is considered opportunity to state reasons for supporting a motion or reasons a motion should not be supported, or requesting additional information that would bring understanding or clarification to a motion. Discussion is not opportunity to engage in debate or argumentation.)
5. The motion is brought to a vote. All voting will be by voice vote or show of hand as determined by the moderator, with the exception of selection of officers, and calling a pastor. A request for a written ballot may be made before a vote is taken and will be granted pending a voice vote approval of the members present. (Note: a vote may not be called for until every person desiring to speak has had sufficient opportunity. This will be the determination of the moderator.)
6. In the case of exceptions to these established guidelines, the procedure to be followed will be determined on the basis of a simple majority of the voting members present.

Order of business for the quarterly meetings:

- A. Reading and approval of minutes from previous meeting
- B. Report of the Clerk
- C. Report of the Treasurer
- D. Report of the Deacons
- E. Unfinished business
- F. New business (agenda items)
- G. Other business (open discussion)
- H. Adjournment

Article XI – Right of Ownership

In the event that Bible Baptist Church of Rantoul, Illinois shall ever dissolve itself, all assets after liabilities have been met shall revert to a non-profit organization which shall be named by the congregation at the time of the dissolution. None of its assets or holdings will be divided among the members or other individuals. The non-profit organization shall be of like order and faith.

Article XII – Amendments

This constitution may be amended by a two-thirds vote of the members present at any annual business meeting, or at a called meeting providing that notice of the proposed amendments shall be given from the pulpit for the two Sundays prior to the meeting at which action is desired.

Article XIII

This constitution must be reviewed annually in September by the deacons for any suggested changes or updates.