



SANDY ACRES BAPTIST CHURCH

www.sandyacres.church

CONSTITUTION & BY-LAWS

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CONSTITUTION

PREAMBLE

We, the members of SAC (Sandy Acres Baptist Church) hereby declare and establish this constitution to preserve and secure the principles of our faith and to govern the church body in an orderly manner. This constitution will preserve the liberties of each individual church member and the freedom of action of this body in relation to other churches.

ARTICLE ONE: NAME

This body shall be known as SAC, otherwise referred to as Sandy Acres Baptist Church (the "Church") of Umatilla, Florida. The principal office shall be located at 1676 Van Buren Way, The Villages, Florida 32162. The principal office address shall be subject to change by majority vote in any regularly scheduled business meeting or any special business meeting called for this purpose.

ARTICLE TWO: NON-PROFIT STATUS

The Church is organized and shall be operated exclusively for religious, charitable, and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986 as amended, unless any law shall be repressive in scope and/or nature, that it is our duty to democratically oppose it on the basis of the right of free exercise of religious beliefs and peaceable assembly. The Church is formed for any lawful purpose or purposes under the laws of the State of Florida.

ARTICLE THREE: PURPOSE

The focus of the Church is loving people back to life by practicing unconditional compassion, sharing hope and faith, serving selflessly, and building meaningful relationships, because eternity is forever.

ARTICLE FOUR: STATEMENT OF FAITH

Sandy Acres Baptist Church affirms the Baptist Faith and Message 2000 as our foundational confession, with the following additional points provided to further clarify our position on the specific items outlined herein.

Section One: Scripture

We believe and maintain that the Bible was written by men and women divinely inspired and is God's revelation of Himself to mankind. It is a perfect treasure of

divine instruction. It has God for its author, salvation for its end, and truth without any mix of error for its matter. We hold all scripture as true and trustworthy. It reveals the principles by which God judges us, and therefore is, and will forever remain to the end of the world, the true center of Christian union and the supreme standard by which all human conduct, creeds, and religious opinions be tried. All scripture is a testimony to Christ who Is Himself the focus of divine revelation.

Section Two: God

We believe and maintain that there is one, and only one, living and true God. He is intelligent, spiritual, and personal. He is the Creator, Redeemer, Preserver, and Ruler of the universe. He is infinite in holiness. God is all-powerful, all-knowing, and always present. His knowledge is perfect and extends to all things past, present, and future, including the future decisions of his free creations. To Him, we owe the highest love, reverence, and obedience. He exists in three persons - God the Father, God the Son, and God the Holy Spirit. Each personhood is unique and maintains distinct personal attributes.

Subsection One: God The Father

The Father reigns with providential care. He serves as Father to all those who become children of God through faith in Jesus Christ. He is fatherly in his attitude toward all mankind.

Subsection Two: God The Son

The Son is Jesus Christ, the only-begotten Son of God. He was conceived of the Holy Spirit and born of the virgin, Mary. Jesus perfectly revealed and did the will of God the Father, taking upon himself human nature with its demands and necessities and identifying himself completely with mankind, yet without sin.

He honored the divine law by his personal obedience and, in his substitutionary death on the cross, he made provision for the redemption of mankind from sin. He was raised from the dead with a glorified body and appeared to his disciples as the person who was with them before his crucifixion. He ascended to heaven and is now exalted at the right hand of God the Father where He is the One Mediator, fully God and fully man, in whose person has perfected the reconciliation between God and mankind. He dwells in all believers as the living and present Lord.

Subsection Three: God The Holy Spirit

The Holy Spirit is the Spirit of God, fully divine. He inspired the men and women of old to write the scriptures and, through illumination, he allows mankind to understand

the truth. He exalts Christ, convicts mankind of sin, righteousness, and judgement, and calls us to the Savior, effecting regeneration. He baptizes each believer into the Body of Christ and cultivates Christian character, comforts believers, and bestows the gifts by which individuals serve God through the Church. His presence inside the Christian is the guarantee that God will bring the believer into the fullness of the stature of Christ. He enlightens and empowers the believer and the Church in worship, evangelism, and service.

Section Three: Mankind

We believe and maintain that mankind is the special creation of God, made in his own image. He created them male and female as the crowning work of his creation. The gift of gender is thus part of the goodness of God's creation. In the beginning, mankind was innocent of sin and was endowed by their Creator with freedom of choice. By their own free will, mankind sinned against God and brought sin into the human race. Through the temptation of Satan, mankind transgressed the commands of God and fell from their original innocence, whereby all descendants now inherit a nature and environment inclined toward sin. Therefore, upon becoming capable of moral understanding, individuals become transgressors and are under condemnation. Only the grace of God can bring mankind into his holy fellowship and enable them to fulfill their creative, God-given purpose. The sacredness of human personality is evident in that God created mankind in his own image and that Christ died for man. Therefore, every person of every race possesses full dignity and is worthy of respect and Christian love.

Section Four: Salvation

We believe and maintain that salvation involves the redemption of the whole man and is offered freely to all who accept Jesus Christ as Lord and Savior who, by his own blood, obtained eternal redemption for the believer. In its broadest sense, salvation includes regeneration, justification, sanctification, and glorification. There is no salvation apart from personal faith in Jesus Christ as Lord.

Subsection One: Regeneration

Regeneration is a work of God's grace whereby believers become new creatures in Jesus Christ. It is a change of heart wrought by the Holy Spirit through conviction of sin, to which the sinner responds in repentance toward God and faith in the Lord Jesus Christ. Repentance and faith are inseparable experiences of grace. Repentance is a genuine turning from sin toward God. Faith is the acceptance of Jesus Christ and commitment of the entire person to him as Lord and Savior.

Subsection Two: Justification

Justification is God's gracious and full acquittal upon principles of his righteousness of all sinners who repent and believe in Christ. Justification brings the believer into a relationship of peace and favor with God.

Subsection Three: Sanctification

Sanctification is the experience, beginning in regeneration, by which the believer is set apart for God's purpose and is enabled to progress toward moral and spiritual maturity through the presence and power of the Holy Spirit dwelling in them. Growth in grace should continue throughout the believer's life.

Subsection Four: Glorification

Glorification is the culmination of salvation and is the final blessed and abiding state of the redeemed.

Section Five: Grace

We believe and maintain that grace is the undeserved favor of God. It is by his grace mankind is saved through faith in Jesus Christ as Lord and Savior. Grace discourages boastfulness and promotes a spirit of humility and servitude.

Section Six: The Church

We believe and maintain that this Church is an autonomous local congregation of baptized believers, associated by covenant in the faith and fellowship of the Gospel, observing baptism and communion, governed by the laws established throughout the scriptures, exercising the gifts bestowed by the Holy Spirit, and seeking to extend the Gospel of Jesus Christ to the ends of the earth. We operate under the Lordship of Jesus Christ through democratic processes. As such, each member of this Church is responsible and accountable to Christ as Lord. We esteem and establish that both men and women are gifted for service in the Church.

Section Seven: Baptist and Communion

Subsection One: Baptism

We believe and maintain that Christian baptism is the immersion of a believer in water in the name of the Father, of the Son, and of the Holy Spirit. This is an act of obedience symbolizing the believer's faith in a crucified, buried, and risen Savior, the believer's death to sin, the burial of the old life, and the resurrection to walk in newness of life in Christ Jesus. It is a testimony to one's faith in the final resurrection of

the dead. Baptism does not provide salvation, but is a perfect opportunity to make one's faith public.

Subsection Two: Communion

We believe and maintain that communion is a symbolic act of obedience whereby members of the Church, through partaking of the bread and juice, memorialize the sacrifice of the Redeemer.

Section Eight: Missions

We believe and maintain that it is the duty and privilege of every follower of Christ and every Church of the Lord Jesus Christ to endeavor to make disciples of all nations. The new birth of the believer's spirit by God's Holy Spirit means the birth of love for others. Missionary effort on the part of all rests thus on a spiritual necessity of the life of the redeemed, and is expressly and repeatedly commanded in the teachings of Christ. The Lord Jesus Christ commanded the preaching of the Gospel to all nations. It is the duty of every believer to win the lost to Christ by verbal witness, undergirded by a Christian lifestyle, and by other methods in harmony with the gospel of Christ.

Section Nine: Stewardship

We believe and maintain that God is the source of all blessings, temporal and spiritual. All that we have and are we owe to him. Christians have a spiritual debtorship to the whole world, a holy trusteeship in the gospel, and a binding stewardship in their possessions. As such, they are therefore under obligation to serve Christ with their time, money, talent, and knowledge. Christians should contribute these gifts cheerfully, regularly, systematically, proportionately, and liberally for the advancement of the Redeemer's cause on earth.

Section Ten: Cooperation

We believe and maintain that Christ's people should, as occasions require, organize such associations and conventions as may best secure cooperation for the great objects of the Kingdom of God. Such organizations have no authority over one another or over the churches. They are voluntary and advisory bodies designed to elicit, combine, and direct the energies of our people in the most effective manner. Christians should cooperate with one another for the purpose of extending Christ's Kingdom so long as such cooperation involves no violation of conscience or compromise of loyalty to Christ and his Word.

Section Eleven: Marriage

Subsection One: Definition of Marriage

We believe and maintain that marriage is the uniting of one individual who was biologically male at the point of birth and one individual who was biologically female at the point of birth, both over the age of eighteen, in a covenant commitment for a lifetime. This covenant is the only proper channel for sexual expression according to God's Word. Both partners in this covenant are of equal worth before God.

Subsection Two: Recognition of Marriage

This Church hereby establishes that it shall only accept and recognize that marriage that meets the definition established herein by this Statement of Faith.

Subsection Three: Officiation of Marriage

This Church hereby prohibits the officiation of any marriage that does not meet the definition established herein by this Statement of Faith and that all officers and staff are held to this standard. Failure to comply with this provision will result in their immediate termination.

ARTICLE FIVE: POLITY AND RELATIONSHIPS

The government of the Church is vested in the body of believers who compose it. Persons duly received by the members shall constitute membership. All organizations created and empowered by the Church shall report to and be accountable to the Church. The Church is not subject to the control of any other ecclesiastical body, but it recognizes and sustains the obligations of mutual counsel and cooperation which are common among Baptist churches. The Church will voluntarily cooperate with and support any organization to which it chooses to, so long as it does not conflict with the Church's own best interests.

ARTICLE SIX: COVENANT

Having been led, as we believe, by the Spirit of God to receive the Lord Jesus Christ as our Lord and Savior and, on the profession of our faith, having been baptized in the name of the Father, Son, and Holy Spirit, we do now, in the presence of God and this assembly, most solemnly and joyfully enter into this covenant with one another as one body in Christ.

We engage, therefore, by the aid of the Holy Spirit, to walk together in Christian love, to strive for the advancement of this Church in knowledge, holiness, and comfort, to promote its prosperity and spirituality, to sustain its worship, ordinances, discipline

and doctrines, to contribute cheerfully and regularly to the support of the ministry, the expenses of the Church, the relief of the poor, and the spread of the gospel throughout all nations.

We also engage to maintain family and private devotions, to religiously educate our children, to seek the salvation of our kindred and acquaintances, to walk through the world with guarded eyes, ears, and minds, to be just in our dealings, faithful in our engagements, and exemplary in our deportment, to avoid sexual immorality, impurity, lustful pleasures, idolatry, sorcery, hostility, quarreling, jealousy, outbursts of anger, selfish ambition, dissension, division, envy, drunkenness, wild parties and other sins like these, and to be zealous in our effort to advance the Kingdom of our Savior.

We further engage to watch over one another in brotherly love, to remember one another in prayer, to aid one another in sickness and distress, to cultivate Christian sympathy in feeling and Christian courtesy in speech, to be slow to take offense, but always ready for reconciliation and mindful of the rules of our Savior to secure it without delay.

We moreover engage that when we, as members, remove ourselves from this place, we will, as swiftly as possible, unite with some other church where we can carry out the Spirit of this covenant and the principles of the Word of God.

BY-LAWS

ARTICLE ONE: MEMBERSHIP

Section One: General

The Church is a self-governing, sovereign, democratic Baptist church under the lordship of Jesus Christ. The membership retains unto itself the exclusive right of self-government in all phases of the spiritual and temporal life of this Church.

Section Two: Candidacy

Any individual may offer themselves as a candidate for membership in this Church. All candidates wishing to obtain membership must register for and successfully complete SAC 101, a course which explains, in detail, the duties, responsibilities, and rights of membership at this Church. In order to be eligible for membership, a candidate must apply for admittance by personal statement of faith, satisfactory to the Church, and was baptized by total immersion as a believer, trusting in the grace of God alone for salvation and recommendation from the Lead Pastor.

Section Three: Dissent

Should there be any dissent as to any candidate, such dissent shall be referred to the Lead Pastor for investigation. The Lead Pastor shall henceforth be responsible for making a recommendation for membership following his investigation within thirty days of this dissent being made known for the request to remain valid and active.

Section Four: Approval

All eligible candidates for membership who have completed SAC 101 shall be voted on and approved at the next regularly scheduled business meeting or special business meeting called for that purpose. A three-fourths vote of those present is required to approve any and all membership requests. Upon conclusion of this vote, membership is effective immediately.

Section Five: Rights of Members

Active members are hereby granted the right to vote in all elections and on all motions of business presented to the body at large during all regularly scheduled or specially called business meetings, provided the member is present.

Section Six: Responsibilities of Members

Subsection One: Show Up

Hebrews 10:25 warns against “neglecting to meet together” and while that doesn’t mean that Christians have to be at church every time the doors are open, it does imply that we prioritize the gatherings of God’s people. At our church, that means Sunday worship and other scheduled functions. We treat these gatherings as God’s sacred means of building us up through fellowship and expect active members to attend no less than twelve times per calendar year. Members who fail to attend twelve services in a calendar year will transition to inactive status. Any member in inactive status shall have all voting rights suspended until such time they have met the qualifications to be returned to active status. Calendar years begin on January 1 and end December 31.

Subsection Two: Serve

While many people show up at church, church members do so as hosts, not guests. We are each responsible to share our gifts and invest our talents to make the family of God all that it can be. When members hear of a need, they jump in to meet it. When they see a person they don’t know, they reach out to welcome them. When church members don’t serve, the body of Christ walks with a limp. We expect a member to give of themselves their time and talent.

Subsection Three: Give

A church is different than a country club. Our mission includes everyone. Because of that, we don’t charge admission or exact a fee for services. But that doesn’t mean that the ministry doesn’t cost anything. As a Christian moves from being a guest to a member, they take ownership of their local church’s financial needs and give regularly and sacrificially to forward the mission of the church. We expect a member to give consistently and prayerfully to the church and its mission.

Subsection Four: Follow

One of the lowest points in Israel’s history occurred between the time that Moses led them as a prophet and Saul was established as her first king. It was the time when “Everyone did what was right in his own eyes” (Judges 21:25). Living outside of God-ordained authority is a formula for compromise. God gives leaders to the church to guide and protect His people, but it is through church membership that a Christian formally accepts this authority and commits to living under it. We expect a member to promote unity, not division, in the church, by following our leaders vision.

Show up, serve, give and follow. These are commitments that should be basic to anyone who calls Jesus ,“Lord”, but they’re formalized through church membership.

Just as wedding vows protect love in a marriage, the commitments of church membership help to preserve the direction of our faith. If you’re a church member, lean into these commitments as God’s guard rails. If you’re not a church member, or find yourself becoming a rogue sheep, find a place where you can commit yourself. Wolves seek sheep that wander from the flock.

Section Seven: Termination of Membership

Membership at this Church shall be terminated by verbal request; upon the death of the member with notice of death filed with the Business Administrator; upon granting a letter of recommendation for membership to another church; upon receiving word and confirmation that the member has joined themselves to another church of the same or different denomination; upon action of this Church with three-fourths vote of all members present.

Section Eight: Discipline

It shall be the practice of this Church to emphasize to its members that every reasonable measure will be taken to assist any troubled member. The Lead Pastor and other members of the Church staff are available for counsel and guidance. The attitude of members toward one another shall be guided by a concern for redemption, rather than punishment.

Should a serious condition exist, as expressed by the Lead Pastor, which would cause a member to become a liability to the general welfare of the Church, every reasonable measure should be taken by the Lead Pastor to resolve the problem. All such proceedings shall be pervaded by a spirit of Christian kindness and forbearance. Should it be determined that the welfare of the Church will be best served by the exclusion of a member, the church may exclude such member as outlined in Article One, Section Seven of these by-laws. This proceeding may take place at any regularly scheduled or special business meeting.

Any individual wishing to seek reinstatement as a member of this Church, whose membership has been terminated for any reason which made it necessary for the Church to exclude that person, must provide evidence of repentance and reformation. Upon receiving this evidence, the individual must wait no less than twelve months before seeking membership once again.

ARTICLE TWO: OFFICERS AND STAFF

Section One: General

All Church officers and staff must be members of this Church. If they have not previously taken membership, the selection of an individual not currently a member of the Church shall impart upon the chosen individual all rights and responsibilities of membership.

An officer, as referenced in this and other guiding documents, shall be defined as any individual whose position was voted upon by the members of this body to their title while a staff member, as referenced in this and other guiding documents, shall be defined as any individual whose position was granted to them by approval of the Executive Board, whose composition is detailed in these by-laws.

Sandy Acres Baptist Church affirms a policy that the office and responsibilities of the pastoral team are entrusted exclusively to men. This policy is comprehensive in scope and encompasses every capacity of pastoral service, including leadership and oversight within the church. By maintaining this standard, the church seeks to ensure consistency in practice, clarity in governance, and faithfulness to its convictions regarding the nature of pastoral ministry.

Section Two: Lead Pastor

Subsection One: Qualifications

The Lead Pastor should have a heart for their spouse and them alone. They should be sensible, well-behaved, and living a disciplined life. They should be a spiritual shepherd who possesses the gift of teaching and known for their hospitality. They should not be a drunkard or someone who lashes out at others. They should not be someone who is argumentative or someone who simply craves more money but, instead, be someone who is recognized by their gentleness.

The Lead Pastor should not be a new disciple of Christ who would be vulnerable to living in the clouds of conceit and fall into pride. They should maintain respect among those who are unbelievers, having a beautiful testimony among them.

The Lead Pastor should be a student of scripture, ever learning and growing their knowledge of the Word of God, dedicated to prayer, and intensely focused on bringing people closer to Christ through their actions and words.

Subsection Two: Job Description

The Lead Pastor shall serve as the spiritual shepherd of the Church and work alongside the other members of the Executive Board to cultivate an atmosphere of community, spiritual growth and development, discipleship, and more. The Lead Pastor shall be responsible for the weekly message in regularly scheduled worship experiences or securing a minister to provide this message in their absence.

The Lead Pastor shall model a growing, vibrant, personal relationship with Jesus Christ, an active prayer life, and a sensitivity to the Holy Spirit's leading.

The Lead Pastor will spend a majority of their time, focus, and energy on teaching, preaching, vision casting, and leadership development. They will develop and deliver weekly and seasonal worship experiences, prepare and deliver compelling sermons that are relevant, uncompromising, and true to scripture. They will serve as the Lead for preaching in a role shared among the pastors within the Church.

The Lead Pastor will maintain a missional focus for the Church and a values-based congregational culture. They will disciple and develop officers and staff while assisting in the identification and development of new leaders within the Church.

Subsection Three: Search and Election

In the event of a vacancy in the position of Lead Pastor, a committee shall be formed. This Lead Pastor Search Committee shall be responsible for overseeing the job posting, interviewing candidates, and presenting candidates to the Executive Board for review. Upon approval of the Executive Board, the candidate shall hence be invited to preach for the congregation, attend a meet-and-greet event, participate in a question-and-answer session, and other such events and activities as determined by the Lead Pastor Search Committee.

Once a candidate has successfully been vetted by the Lead Pastor Search Committee and Executive Board, a vote shall take place to elect the new Lead Pastor during a regularly scheduled or special business meeting. Majority vote of all members present shall result in the candidate being called to this Church to serve as Lead Pastor effective upon the date specified in the business meeting.

Subsection Four: Termination

A Lead Pastor's term shall be indefinite upon being called to serve this Church. Termination of the Lead Pastor's service at this Church shall only occur in the event that the Lead Pastor no longer meets the qualifications set forth by this Constitution

and Bylaws, violates any provision set forth by this Constitution and Bylaws, or upon recommendation of the Executive Board and the motion to terminate the Lead Pastor receiving three-fourths support in any regularly scheduled or special business meeting.

Section Three: Executive Pastor

Subsection One: Qualifications

Much like the Lead Pastor, the Executive Pastor should have a heart for their spouse and them alone. They should be sensible, well-behaved, and living a disciplined life. They should be someone who possesses the gift of teaching and known for their hospitality. They should not be a drunkard or someone who lashes out at others. They should not be someone who is argumentative or someone who simply craves more money but, instead, be someone who is recognized by their gentleness.

The Executive Pastor should not be a new disciple of Christ who would be vulnerable to living in the clouds of conceit and fall into pride. They should maintain respect among those who are unbelievers, having a beautiful testimony among them.

The Executive Pastor should be rooted in knowledge of scripture, but well rounded in the matters of business, finance, and a basic understanding of the law. They should be someone who is ever learning new ways to streamline efficiency and be someone who can work on a team to deliver the results sought out by the Lead Pastor.

Subsection Two: Job Description

The Executive Pastor work alongside the Lead Pastor, handling the operational and administrative aspects of the Church. They will assist in strategic planning, Human Resources, financial oversight, recruitment, and all functional activities to ensure alignment with and accomplishment of the Church's mission and values.

The Executive Pastor supports the Lead Pastor in making decisions and will work to apply Biblical principles in the development and execution of strategies to improve the health and growth of the Church.

The Executive Pastor is responsible for the online presence of the Church, including social media presence, assisting in planning special activities, development of Church curriculum, serving on the Finance Committee, and more, as determined prudent and necessary by the Lead Pastor.

Subsection Three: Search and Election

In the event of a vacancy in the position of Executive Pastor, the Lead Pastor shall seek out qualified candidates for consideration and vetting. Once a candidate has successfully been vetted by the Lead Pastor and Executive Board, a vote shall take place to elect the new Executive Pastor during a regularly scheduled or special business meeting. Majority vote of all members present shall result in the candidate being called to this Church to serve as Executive Pastor effective upon the date specified in the business meeting.

Subsection Four: Termination

An Executive Pastor's term shall be indefinite upon being called to serve this Church. Termination of the Executive Pastor's service at this Church shall only occur in the event that the Executive Pastor no longer meets the qualifications set forth by this Constitution and Bylaws, violates any provision set forth by this Constitution and Bylaws, or upon recommendation of the Executive Board and the motion to terminate the Executive Pastor receiving three-fourths support in any regularly scheduled or special business meeting.

Section Four: Student Pastor

Subsection One: Qualifications

Much like the Lead Pastor, the Student Pastor should have a heart for their spouse and them alone. They should be sensible, well-behaved, and living a disciplined life. They should be someone who possesses the gift of teaching and known for their hospitality. They should not be a drunkard or someone who lashes out at others. They should not be someone who is argumentative or someone who simply craves more money but, instead, be someone who is recognized by their gentleness.

The Student Pastor should not be a new disciple of Christ who would be vulnerable to living in the clouds of conceit and fall into pride. They should maintain respect among those who are unbelievers, having a beautiful testimony among them.

Subsection Two: Job Description

The Student Pastor shall be directly responsible for all programs and activities related to students of the Church beginning with those in First Grade and extending to those in Twelfth Grade. The Student Pastor shall work alongside the Lead Pastor and Executive Pastor to ensure the programs and activities developed and executed cooperate in harmony with the vision and values of the Church.

Any off-campus activities planned by the Student Pastor must be approved by the Executive Pastor before the activity is announced to the Church.

Subsection Three: Search and Election

In the event of a vacancy in the position of Student Pastor, the Executive Pastor shall seek out qualified candidates for consideration and vetting. Once a candidate has successfully been vetted by the Executive Pastor and Executive Board, a vote shall take place to elect the new Student Pastor during a regularly scheduled or special business meeting. Majority vote of all members present shall result in the candidate being called to this Church to serve as Student Pastor effective upon the date specified in the business meeting.

Subsection Four: Termination

A Student Pastor's term shall be indefinite upon being called to serve this Church. Termination of the Student Pastor's service at this Church shall only occur in the event that the Student Pastor no longer meets the qualifications set forth by this Constitution and Bylaws, violates any provision set forth by this Constitution and Bylaws, or upon recommendation of the Executive Board and the motion to terminate the Student Pastor receiving three-fourths support in any regularly scheduled or special business meeting.

Section Five: Children's Pastor

Subsection One: Qualifications

Much like the Lead Pastor, the Children's Pastor should have a heart for their spouse and them alone. They should be sensible, well-behaved, and living a disciplined life. They should be someone who possesses the gift of teaching and known for their hospitality. They should not be a drunkard or someone who lashes out at others. They should not be someone who is argumentative or someone who simply craves more money but, instead, be someone who is recognized by their gentleness.

The Children's Pastor should not be a new disciple of Christ who would be vulnerable to living in the clouds of conceit and fall into pride. They should maintain respect among those who are unbelievers, having a beautiful testimony among them.

Subsection Two: Job Description

The Children's Pastor shall be directly responsible for all programs and activities related to children of the Church beginning with newborns and extending to those in Kindergarten. The Children's Pastor shall work alongside the Lead Pastor and

Executive Pastor to ensure the programs and activities developed and executed cooperate in harmony with the vision and values of the Church.

Any off-campus activities planned by the Children's Pastor must be approved by the Executive Pastor before the activity is announced to the Church.

Subsection Three: Search and Election

In the event of a vacancy in the position of Children's Pastor, the Executive Pastor shall seek out qualified candidates for consideration and vetting. Once a candidate has successfully been vetted by the Executive Pastor and Executive Board, a vote shall take place to elect the new Children's Pastor during a regularly scheduled or special business meeting. Majority vote of all members present shall result in the candidate being called to this Church to serve as Children's Pastor effective upon the date specified in the business meeting.

Subsection Four: Termination

A Children's Pastor's term shall be indefinite upon being called to serve this Church. Termination of the Children's Pastor's service at this Church shall only occur in the event that the Children's Pastor no longer meets the qualifications set forth by this Constitution and Bylaws, violates any provision set forth by this Constitution and Bylaws, or upon recommendation of the Executive Board and the motion to terminate the Children's Pastor receiving three-fourths support in any regularly scheduled or special business meeting.

Section Six: Worship Pastor

Subsection One: Qualifications

Much like the Lead Pastor, the Worship Pastor should have a heart for their spouse and them alone. They should be sensible, well-behaved, and living a disciplined life. He should be someone who possesses the gift of teaching and known for their hospitality. They should not be a drunkard or someone who lashes out at others. They should not be someone who is argumentative or someone who simply craves more money but, instead, be someone who is recognized by their gentleness.

The Worship Pastor should not be a new disciple of Christ who would be vulnerable to living in the clouds of conceit and fall into pride. They should maintain respect among those who are unbelievers, having a beautiful testimony among them.

Subsection Two: Job Description

The Worship Pastor shall be directly responsible for all programs and activities related to music ministry within the Church. The Worship Pastor shall work alongside the Lead Pastor and Executive Pastor to ensure the programs and activities developed and executed cooperate in harmony with the vision and values of the Church.

Any off-campus activities planned by the Worship Pastor must be approved by the Executive Pastor before the activity is announced to the Church.

Subsection Three: Search and Election

In the event of a vacancy in the position of Worship Pastor, the Executive Pastor shall seek out qualified candidates for consideration and vetting. Once a candidate has successfully been vetted by the Executive Pastor and Executive Board, a vote shall take place to elect the new Worship Pastor during a regularly scheduled or special business meeting. Majority vote of all members present shall result in the candidate being called to this Church to serve as Worship Pastor effective upon the date specified in the business meeting.

Subsection Four: Termination

A Worship Pastor's term shall be indefinite upon being called to serve this Church. Termination of the Worship Pastor's service at this Church shall only occur in the event that the Worship Pastor no longer meets the qualifications set forth by this Constitution and Bylaws, violates any provision set forth by this Constitution and Bylaws, or upon recommendation of the Executive Board and the motion to terminate the Worship Pastor receiving three-fourths support in any regularly scheduled or special business meeting.

Section Seven: Chief Financial Officer

Subsection One: Job Description

The Chief Financial Officer is directly responsible for collecting, sorting, counting, and recording weekly tithes and offerings, accepting donations on behalf of the Church and recording the amount and the donor name(s) for tax purposes, issuing receipts for any donation valued at \$250 or more upon request of the donor. They shall keep detailed records of all financial transactions and deposit funds into the Church's bank account, maintaining receipts as records.

The Chief Financial Officer shall serve as chair of the Finance Committee and shall maintain tax records of employee salaries and donor information, paying approved

employees and bills from the Church's bank account. They shall reconcile the Church bank statement with the Church's ledger, making note of any discrepancies and bringing them immediately to the attention of the Executive Pastor and Executive Board.

The Chief Financial Officer shall prepare and present a financial report for each fiscal month and fiscal year, participate in any financial audits, prepare tax forms, and attend any and all necessary meetings to maintain awareness of Church finances and stay continually aware of any and all upcoming expenses, events, or changes to the Church's operations.

Subsection Two: Search and Election

In the event of a vacancy in the position of Chief Financial Officer, the Lead Pastor shall seek out qualified candidates for consideration and vetting. Once a candidate has successfully been vetted by the Lead Pastor and Executive Board, a vote shall take place to elect the new Chief Financial Officer during a regularly scheduled or special business meeting. There are no term limits for this position.

Subsection Three: Termination

A Chief Financial Officer's term shall be indefinite upon being called to serve this Church. Termination of the Chief Financial Officer's service at this Church shall only occur in the event that the Chief Financial Officer no longer meets the qualifications set forth by this Constitution and Bylaws, violates any provision set forth by this Constitution and Bylaws, or upon recommendation of the Executive Board and the motion to terminate the Chief Financial Officer receiving three-fourths support in any regularly scheduled or special business meeting.

Section Eight: Business Administrator

Subsection One: Job Description

The Business Administrator works alongside the Lead and Executive Pastors to achieve the goals of the church. They shall serve as a resource on matters of law and business, providing annual studies of the Church's insurance coverage, recommending any proposed changes, if needed, and maintains all member attendance records for purposes of tracking active and inactive status of members.

Subsection Two: Search and Election

In the event of a vacancy in the position of Business Administrator, the Lead Pastor shall seek out qualified candidates for consideration and vetting. Once a candidate

has successfully been vetted by the Lead Pastor and Executive Board, a vote shall take place to elect the new Business Administrator during a regularly scheduled or special business meeting. There are no term limits for this position.

Subsection Three: Termination

A Business Administrator's term shall be indefinite upon being called to serve this Church. Termination of the Business Administrator's service at this Church shall only occur in the event that the Business Administrator no longer meets the qualifications set forth by this Constitution and Bylaws, violates any provision set forth by this Constitution and Bylaws, or upon recommendation of the Executive Board and the motion to terminate the Business Administrator receiving three-fourths support in any regularly scheduled or special business meeting.

Section Nine: Deacons

Subsection One: Qualifications

A deacon must be pure in heart and true to their word, not having greedy eyes on Church contributions. They must faithfully embrace the mysteries of faith while keeping a clear conscience and be found to be trustworthy. A deacon should have a heart for their spouse and them alone. They should be sensible, well-behaved, and living a disciplined life. They should be someone who is known for their hospitality. They should not be a drunkard or someone who lashes out at others. They should not be someone who is argumentative but, instead, be someone who is recognized by their gentleness.

A deacon should not be a new disciple of Christ who would be vulnerable to living in the clouds of conceit and fall into pride. They should maintain respect among those who are unbelievers, having a beautiful testimony among them.

Subsection Two: Duties and Responsibilities

Deacons are responsible for working alongside the Lead and Executive Pastor to ensure the Church is prepared for upcoming services, whether regularly scheduled or special. They should make themselves available to assist in set-up, tear-down, and clean-up to assist in accomplishing the mission and values of the Church. In most cases, the deacons are to serve as a ministerial assistant to the Lead Pastor, ministering to those in the Church by visiting the sick and feeble in hospitals, nursing facilities, hospice care, home visits, and more, checking in on the elderly and widowed of the Church, and assisting in other areas of ministry as deemed prudent by the Lead Pastor.

Subsection Three: Search and Ordination

The Church has no specified minimum or maximum number of deacons that should be in service to the Church. However, whenever deemed necessary, the Lead Pastor shall seek out qualified candidates for consideration and vetting. Once a candidate has successfully been vetted by the Lead Pastor and Executive Board, a vote shall take place to ordain the deacon nominee during a regularly scheduled or special business meeting. Majority vote of all members present shall result in the candidate being selected for ordination from this Church to serve as Deacon effective upon the date specified in the business meeting.

Subsection Four: Termination

A Deacon's term shall be indefinite upon being ordained to serve this Church. Termination of the Deacon's service at this Church shall only occur in the event that the Deacon no longer meets the qualifications set forth by this Constitution and Bylaws, violates any provision set forth by this Constitution and Bylaws, or upon recommendation of the Executive Board and the motion to terminate the Deacon receiving three-fourths support in any regularly scheduled or special business meeting.

Section Ten: Trustees

Subsection One: Duties and Responsibilities

A Trustee works in service to the Church to establish and maintain records of all equipment and facilities owned by the Church, assist the Executive Pastor in working with contractors and others in building, remodeling, and other such matters. Trustees shall report to the Finance Committee any budget needs estimated for the annual budget to cover maintenance and equipment needs. They shall also supervise workers in the maintenance and repair of all Church property.

Subsection Two: Appointment

Trustees are appointed at the discretion of the Lead or Executive Pastor with approval from the Executive Board and announced at the next regularly scheduled or special business meeting.

Subsection Three: Termination

In the event the Lead or Executive Pastor wish to terminate an individual's appointment as Trustee, they must receive approval from the Executive Board. The dismissal must be announced at the next regularly scheduled or special business meeting.

Section Eleven: Compensation

Compensation for any individual in service to the Church is to be determined and agreed upon in the Church's annual budget proposed and approved in the last regularly scheduled business meeting of each year. Any compensation outside of the agreed-upon amounts must be approved by the Executive Board and the Church in the next regularly scheduled or special business meeting.

A pastor may request additional compensation not provided by the Church for services rendered on or off Church property at the discretion of the pastor.

ARTICLE THREE: COMMITTEES

Section One: General

The Church shall have certain committees that are considered "evergreen" committees, ones whose tasks and responsibilities continue year after year, remain staffed through recommendation of the Lead Pastor and approval of the body in any regularly scheduled or special business meeting, and meet as determined by the Chairperson.

The Church shall also have certain committees that are created by majority vote of the body in any regularly scheduled or special business meeting. These committees will exist for a period of time specified upon the creation of the committee and be staffed as described during its implementation for a specific purpose. Should the purpose of any committee be deemed necessary for the welfare of the church, it may be considered evergreen by majority vote of the body in any regularly scheduled or special business meeting.

Section Two: Evergreen Committees

Subsection One: Deacon Committee

The Deacon Committee is chaired by the Lead Pastor and staffed by them alongside the Executive Pastor and any deacons serving the Church. The purpose of this committee is to convey the Lead Pastor's vision for ministry in utilizing the deacons in service to the Church's needs.

Subsection Two: Finance Committee

The Finance Committee is chaired by the Executive Pastor and staffed by them alongside the Chief Financial Officer and Business Administrator. The purpose of this committee is to oversee all financial transactions, review deposits, withdrawals,

reimbursements, provide detailed income and expense reports to the Executive Board and Church body in regularly scheduled business meetings, and offer a proposed budget for each approaching fiscal year at the last regularly scheduled business meeting of the calendar year.

Subsection Three: Fundraising Committee

The Fundraising Committee is chaired by the Business Administrator and staffed by them alongside any two members as approved by majority vote in any regularly scheduled business meeting. Should a vacancy open on this committee, it shall be temporarily filled by the Executive Pastor until such time a replacement may be approved. The purpose of this committee is to propose fundraising ideas to the Pastoral Team for review and approval and to oversee any approved fundraiser through volunteer recruitment and execution of the proposed plan.

Subsection Four: Hospitality Committee

The Hospitality Committee is staffed by any three members as approved by a majority vote in any regularly scheduled business meeting and its chairperson selected by majority vote amongst the three members of the committee. Should a vacancy open on this committee, it shall be temporarily filled by the Business Administrator until such time a replacement may be approved. The purpose of this committee is to assist in chairing and host functions involving use of any part of the church campus for special events at the direction of the Lead Pastor.

ARTICLE FOUR: EXECUTIVE BOARD

Section One: General

The Executive Board (the “Board”) shall serve the Church by leading in planning, coordinating, conducting, and evaluating the programs and ministries of the Church and its organizations. The primary functions of the Board shall be to help the Church define its mission and priorities, coordinate studies of Church and community needs, recommend plans for ministry to the body, and evaluate progress in terms of established objectives and goals.

Section Two: Membership

Membership of the Executive Board shall consist of the Lead Pastor, Executive Pastor, Student Pastor, Children’s Pastor, Worship Pastor, Chief Financial Officer, Business Administrator, and any and all Deacons of the Church.

Section Three: Authority

The Board will be responsible for reviewing any and all items submitted for new business one week prior to any regularly scheduled or special business meeting and either approving the proposal for review by the body or rejecting the proposal with a statement of explanation to be provided by the Business Administrator.

If the Church objects to a decision made by the Board, they may overrule the decision by a three-fourths vote in any regularly scheduled or special business meeting.

ARTICLE FIVE: PROGRAMS AND ORGANIZATIONS

The Church shall maintain various programs in line with the vision and values established herein by this Constitution and Bylaws. All programs and organizations of the Church shall be under Church control and shall report regularly to the Church.

ARTICLE SIX: ORDINANCES

Section One: Baptism

The Church shall receive for baptism any individual who has received Jesus Christ as Savior by personal faith, who professes Him publicly, and who indicates a commitment to follow Christ as Lord. This ordinance shall be observed by total immersion in water, administered as an act of worship during any service designated by the Lead Pastor, administered by the Lead Pastor or anyone he designates for this purpose, as soon as possible once someone has professed Christ as Lord.

Section Two: Communion

Communion is a symbolic act of obedience whereby members of the Church and other Christians, through partaking of bread and juice, commemorate the death of Jesus Christ who died for our sins. The Church shall observe communion at least once per year as directed by the Lead Pastor or his designee.

ARTICLE SEVEN: CHURCH MEETINGS

Section One: Regular Worship Experiences

The Church shall meet regularly at times agreed upon by the Lead Pastor and his congregation, open for all people to attend, conducted under the direction of the Lead Pastor or his designee.

Section Two: Special Worship Experiences

Special worship experiences may be scheduled to take place at the direction of the Lead Pastor to be conducted under the direction of the Lead Pastor or his designee.

Section Three: Regular Business Meetings

The Church shall hold a quarterly Business Meeting for the purpose of discussing the business of the Church. An agenda may be provided prior to the meeting at the discretion of the Executive Board. Any new business suggested by the members of the Church must be submitted in writing, in detail, no less than two weeks prior to the regularly scheduled business meeting.

The quarterly Business Meeting shall be held in January, April, July, and October with the exact date to be determined and announced by the Lead Pastor no less than one month prior to allow time for suggested business to be submitted.

In the event that no new business has been submitted for review by the Executive Board, the regularly scheduled Business Meeting must take place as scheduled to announce the absence of new business and to provide a quarterly update on the church's fiscal health.

Section Four: Special Business Meetings

Special Business Meetings may be called and held to consider special matters of significance at the discretion of the Executive Board. These meetings require no less than seven days notice along with the subject of the matter being discussed and the exact date, time, and location of the meeting. This required notice may be overruled by a three-fourths vote by the Executive Board to hold an emergency meeting with no notice provided.

Section Five: Quorum

In all Business Meetings, whether regularly scheduled or special, a quorum shall be present whenever the Lead Pastor or his designee is present along with no less than four additional members.

Section Six: Elections

In the event of a vacancy, all positions within the Church shall be selected and approved per the appropriate process outlined in Article Two of these Bylaws in an election taking place during a special Business Meeting called for that purpose with proper notice given as directed herein.

ARTICLE EIGHT: CHURCH FINANCE

Section One: Annual Budget

The Finance Committee, as explained in Article Three, Section Two, Subsection One of these Bylaws, shall be responsible for preparing and submitting an annual budget. The proposed budget should be reviewed by the Executive Board prior to the last regularly scheduled Business Meeting of the year, approved by majority vote of the Executive Board, and thus presented to the Church at large for approval by majority vote in the last regularly scheduled Business Meeting of the year.

The annual budget shall be an inclusive budget, indicating the amount of funds needed for all planned expenses of the Church.

Section Two: Handling of Funds

The Chief Financial Officer shall account for all Church income and expenses along with being responsible for the deposit of all funds given to the Church through donations either by cash, check, money order, or online giving.

The Chief Financial Officer may designate additional individuals to assist in making deposits upon receiving approval by the Executive Board.

Section Three: Fiscal Year

The Church fiscal year shall begin on January 1 and end on December 31 of each calendar year.

ARTICLE NINE: USE OF CHURCH BUILDINGS AND PROPERTY

Section One: Buildings

Use of church buildings is strictly limited to members of the Church and their immediate family members - spouse, children, and parents. Church buildings may not be rented at any time for any amount to any individual or group unless sanctioned by the Executive Board. A Church member may only use church buildings for weddings and funerals, pending the wedding falls in line with the definition of marriage provided in the Statement of Faith provided herein, and doesn't conflict with church service times.

Section Two: Property

Use of Church property, defined as any possession of the Church other than the physical structures considered “buildings” in these Bylaws, for any purpose other than Church-sponsored events is strictly prohibited.

ARTICLE TEN: DISSOLUTION

Should this Church cease to continue its normal operations and wish to dissolve by majority vote of the Executive Board and approval from the members in either a regularly scheduled or special business meeting, any and all assets lawfully available for distribution are to be transferred to the Lake County Baptist Association or its successor, per the property warranty deed, in accordance with all requirements by the Internal Revenue Service.

ARTICLE ELEVEN: AMENDMENTS

Section One: Process of Amendment

The Constitution and these Bylaws of this Church may be amended, modified, repealed, or replaced with three-fourths vote in a regularly scheduled or special business meeting, provided any changes were provided in writing or available online for viewing no less than seven days in advance of the meeting taking place. Any proposal that fails in its vote shall not be eligible for consideration for at least six months from the date of rejection.

Section Two: Date of Effectiveness of Amendments

Unless otherwise stated in the proposed amendment, all amendments shall hereby go into effect immediately after being adopted by the Church.