

# First Baptist Church Timmins

**Constitution – Accepted: November 22<sup>nd</sup>, 2015**

## Name

The name of the Church is Timmins First Baptist Church (herein referred to as “the Church” or “Church.”) The effective year of this organization was 1922.

## Object

The object of the Church is summarized in its “Statement of Vision.”

The beliefs of the Church are set out in the “Statement of Faith.”

The mission of the Church is set out in the “Guiding Principles.”

Activities of the Church include worship, observance of the ordinances of The Lord’s Supper and Baptism as stated in the Statement of Faith, biblical instruction, Christian fellowship and outreach. The Church uses various programs and means to present a corporate testimony to the power of the Gospel, to evangelize and serve its community, to edify the Church participants and to perform the service which the Gospel requires both in Canada and abroad.

The Church conducts its affairs without purpose of gain for its members, and any profits or gains to the organization are used in promoting its objectives.

## Affiliation

The Church is a member of the Fellowship of Evangelical Baptist Churches in Canada and participates in its regional, national and global mission.

## Membership

The Church is an autonomous body governed by the congregation of Church Members under the leadership of its Lead Pastor.

### Status

Christians accepted into Church membership demonstrate a commitment to the Church and its mission by serving using personal abilities and giving through the Church treasury proportionate to personal income in accordance with the teachings in 2 Corinthians 8-9.

Christians who are temporarily away from the church in which they hold membership may be granted Associate Membership with all the privileges of full

membership but may not vote in congregational meetings. The pastors or their designate will interview candidates for Associate Membership and following contact with the candidate's local church, will determine if Associate Membership is to be granted.

#### Church Membership

Applicants are accepted as Church Members (herein referred to as "Members") after giving satisfactory evidence of personal faith in the Lord Jesus Christ (Rom.10:9-10), including baptism by immersion (Matt.28:19-20), to the pastors, or their designate, and accepting the Statement of Faith and Constitution of the Church. New Church Members are then presented before the Church.

#### Associate Membership

Applicants are accepted as Associate Members after giving satisfactory evidence of personal faith in the Lord Jesus Christ to the pastors, or their designate, bearing testimony to their salvation through immersion baptism as a believer and accepting the Statement of Faith and Constitution of First Baptist Church. New Associate Members are then presented before the Church.

#### Removal

Members and Associate Members are removed from membership on decease. In certain extreme situations, the Pastoral Team may remove membership where the member has an unrepentant heart after all attempts at biblical restoration have been exhausted. Additionally, in certain circumstances, should the Pastoral Team desire it, or any member request it and the Pastoral Team deem it necessary, a majority vote of Church members at a duly called meeting is required for removal of membership.

#### Discipline

Members or Associate Members failing to observe the basic principles of the Christian faith and conduct are to be approached for the purpose of restoration in accordance with the teachings of Matthew 18:15-20 and Galatians 6:1-2.

#### Voting Privileges

All Members in good standing, fourteen years of age and older, may vote in any and all business matters of the Church.

## Officers

All elected Officers are Members in good standing of the Church. The removal and or suspension of any Officers will follow the statement of church discipline with the purpose of restoration and will be carried out by the Pastoral Team in consultation with the Oversight Team. The Pastoral Team, Deacons and Oversight Team comprise the Leadership Team.

### Oversight Team

The Oversight Team acts as the Trustees of the Church and represents the Church and its Members in all matters of oversight through the Lead Pastor and Pastoral Team.

1. Names for appointment to the Oversight team are brought forward by the existing Oversight Team in consultation with the Pastoral Team.
2. Individuals on the Oversight Team are elected by the Members at a duly called business meeting to a term of three years.
3. Upon re-election individuals may serve two consecutive terms before a minimum one-year absence except in extenuating circumstances.
4. The Lead Pastor is a non-elected member of the Oversight Team.

### *Responsibilities*

The duties of the Oversight Team are:

1. To meet on a regular basis to review the ministry plans and progress of the Church on behalf of the congregation.
2. To garner feedback from Members about the ministry of the Church and bring this to the Lead Pastoral Team.
3. To maintain the Guiding Principles of the Church.
4. To hold the Lead Pastor accountable to the Guiding Principles.
5. To annually elect a chairperson and secretary from among the Oversight Team.

### Pastoral Team

The Pastoral Team is made up of men who are called by the Church (according to 1 Timothy 3:1-7, Titus 1:5-9) to fulfill their ministry of leading, teaching and overseeing the Church in all its ministries and to guard the church from error in doctrine and order.

### *Lead Pastor*

The Lead Pastor is the primary leader of the Church and is responsible to oversee all the staff, management, ministries, programs and finances of the Church. Under the leadership of the Lead Pastor, the Pastoral Team is comprised of the Pastors called by the church. The Lead Pastor is deemed to be the first among equals.

1. The choosing of a Lead Pastoral candidate will be the responsibility of the Oversight Team in consultation with the existing Pastoral Team.
2. The calling of a Lead Pastor is by a 75% vote of Members present at a duly called business meeting.
3. The dismissal of a Lead Pastor is by a 75% vote of Members present at a duly called business meeting. Only the Pastoral Team in conjunction with the Oversight team can bring forward this motion.

4. The Lead Pastor remains in office until such time as he resigns, is deceased, or is dismissed by the Church. In exceptional circumstances the Lead Pastor may take an agreed leave of absence from his responsibilities for a period of no more than twelve months.

#### *Pastoral Staff*

The Lead Pastor will exercise general supervisory authority over all pastoral staff members.

1. The hiring of pastoral staff will be the responsibility of the Lead Pastor in consultation with the existing Pastoral Team.
2. The removal of pastoral staff is the responsibility of the Lead Pastor in consultation with the existing Pastoral Team.

#### *Lay Pastors*

The number of Pastors on the Pastoral Team will vary depending on the need for and the qualified men available who meet the biblical standards for elder and who are fully committed to the life of the Church under the Lead Pastor. Vocational and lay Pastors are distinguished by their work load and assigned areas of oversight. They may or may not be ordained by the church in a manner suitable to the Fellowship of Evangelical Baptist Churches in Canada. Lay Pastors will be nominated by the Lead Pastor in consultation with the existing Pastoral Team and thereafter subject to further ratification by a 75% vote of the Members at a duly called business meeting. The removal of Lay Pastors is the responsibility of the Lead Pastor in consultation with the existing Pastors Team.

#### *Term of Office of the Pastoral Staff*

Lay Pastors may serve six consecutive years and are eligible for re-appointment for consecutive terms. Each lay Pastor must affirm his willingness to continue to serve on a yearly basis. It is recommended that every seventh year is a sabbatical and that paid pastoral staff will have no fixed term of office, but will receive a paid four month sabbatical every seventh year.

#### *Deacons and Deaconesses*

Deacons and Deaconesses are to assist the Pastors in matters pertaining to the spiritual welfare of the Church. They will carry out business matters and administrative duties under the oversight of the Pastoral Team and are qualified to serve as they meet the biblical qualifications found in 1 Timothy 3:8-13.

1. The number of deacons to be elected is determined by the Pastoral Team as they assess the need for management assistance in the ministry and its programs.
2. Deacons will be nominated and confirmed by the Pastoral Team and thereafter subject to further ratification by a vote of the Members at a duly called business meeting.

3. A simple majority vote at a duly called business meeting is required to serve as a Deacon.
4. Deacons are elected to a two year term and may be re-elected to consecutive terms.

## Staff

The Lead Pastor will exercise general supervisory authority over all staff members of the church. The hiring and removal of all staff members will be done by the Lead Pastor in conjunction with the Pastoral Team.

### Ministry Team Leaders

Ministry Team Leaders are appointed as required by the Pastoral Team in consultation with the Deacons. All church workers are appointed by Ministry Team Leaders. Church workers in teaching roles are Members, or Associate Members.

### Legal Officers

All Legal Officers are elected by a simple 50% +1 majority vote of members present at a Duly Called Business Meeting.

### Church Clerk

The clerk is nominated by the Pastoral Team in consultation with the Oversight Team and elected annually by the Church. The duties of the clerk are:

1. To produce and maintain a full record of Church meetings.

### Church Treasurer

The treasurer is nominated by the Pastoral Team in consultation with the Oversight Team and elected annually by the Church. The duties of the treasurer are:

1. To keep an accurate record of all monies received and disbursed. All authority to borrow and invest retained income remains with the Pastoral Team representing the collective will of the Church Members.
2. To carry on the banking business in the name of the Church.
3. To keep the Lead Pastor fully apprised of all sources and amounts of income, expenses, assets and liabilities of the Church and to prepare financial statements for the Pastoral Team and Church business meetings as required.
4. To maintain such records as are necessary for legal, reporting and auditing purposes.

### Trustees

The trustees of the church are comprised of the Oversight Team. The duties of the Trustees are:

1. To sign legal documents on behalf of the Church as the Church directs.
2. To arrange for the safekeeping of all legal documents and documents of historical significance.

## Governance

The government of this Church and the administration of its affairs is by the Members under the direction of the Lead Pastor working with the other elected Officers.

There is an Annual Business meeting of the Church when full reports including the most recent available financial statement is presented for approval by the membership. This Annual Business meeting will occur within six months of the church fiscal year end.

The Members approve an annual budget for the Church each year before the end of the church fiscal year at the Annual Budget meeting. The budget is set by the Pastoral Team and developed in consultation with the Oversight Team, Ministry Team Leaders, Deacons, and Treasurer with attention to meeting and balancing the projected financial requirements in various areas under their purview. All significant departures from the annual budget will require the general agreement of the Leadership Team and may account for up to 5% of the total budget without a church vote.

The annual financial statements of the Church will be audited internally by church members. At each Annual Budget meeting the members shall elect no less than two of its members as Auditors to audit the financial statements, accounts, general fund of the Church and any other fund which may be in existence. Neither church staff nor church officers nor their spouse nor their children may serve as Auditors.

Each gift designated towards an approved program will be used for that program with the understanding that when any given need has been met, or cannot be completed for any reason determined by the Leadership Team, the designated gift will be used where most needed. Spending of funds is confined to programs and projects approved by the Leadership Team.

Other business meetings may be called from time to time by the Pastoral Team as necessary.

Duly called business meetings are announced two weeks in advance, including information as to the nature of the primary business to be dealt with in the meeting.

At any duly called meeting of the Members those present constitutes a quorum.

The interpretation and meaning of any statement in the constitution is by the normal sense of the grammar and where any ambiguity arises the understanding of the Oversight Team and Pastoral Team applies.

## Amendments

This constitution may be amended upon a 75% vote of the Members present at a duly called business meeting called for that purpose.

