

**CONSTITUTION
OF
COMMUNITY BAPTIST CHURCH
EDWARDSBURG, MICHIGAN**

PREAMBLE

Reposing our faith in the Lord Jesus Christ for our salvation, accepting the entire Scriptures as our sole and perfect rule of faith and practice, and believing in the historical teachings and practices of Baptists, we therefore band ourselves together as a body of baptized believers in Jesus Christ and adopt for our government the following constitution.

**ARTICLE I
NAME**

This church shall be known as Community Baptist Church of Edwardsburg, Michigan.

**ARTICLE II
PURPOSE**

The purpose of this church shall be:

1. The worship of Almighty God.
2. The preaching of the gospel of Jesus Christ unto salvation of the lost, after the pattern of the Great Commission, Matthew 28:19-20.
3. The teaching and instruction of the believers and the development in them of a consistent Christian character.
4. The promotion of missionary enterprises at home and abroad.
5. The encouragement of Christian fellowship.

**ARTICLE III
CHARACTER OF GOVERNMENT**

The government of the church is vested in the membership. It is subject to the control of no other ecclesiastical body, but it recognizes and sustains the obligation of mutual counsel and co-operation common among Baptist churches.

**ARTICLE IV
COVENANT**

Having been led, as we believe, by the Spirit of God to receive the Lord Jesus Christ as our Savior, and on the profession of our faith, having been baptized in the name of the Father, and of the Son, and of the Holy Spirit, we do now, in the presence of God, angels, and this assembly, most solemnly and joyfully enter into 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 give it a sacred pre-eminence over all institutions of human origin
- 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 through all nations
- We will strive to maintain our families as examples in faithfulness and discipline
- We commit to maintain family and personal devotions
- To educate our children in the things of Christ
- To see the salvation of our kindred and acquaintances
- To walk circumspectly in the world
- To be just in our dealings, faithful in our engagements, and exemplary in our deportment
- To avoid all tattling, backbiting, and excessive anger
- To abstain from the sale and use of intoxicating drink as a beverage
- To be zealous in our efforts to advance the kingdom of our Savior
- We pledge to watch over one another in brotherly love
- To remember each other in prayer
- To aid each other in sickness and distress
- To cultivate Christian sympathy in feeling and 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 agree that when we remove from this place, we will as soon as possible unite with some other church, where we can carry out the spirit of this covenant and the principles of God's Word

ARTICLE V STATEMENT OF FAITH

WE BELIEVE THAT GOD'S WORD TEACHES....

1. VERBAL INSPIRATION OF THE BIBLE

We believe the Holy Scriptures, both the Old and New Testaments, to be verbally inspired of God in the original documents, infallible and God-breathed, the perfect rule of faith and practice.

2 Timothy 3:16-17, 1 Corinthians 2:13, 2 Peter 1:16-21.

2. THE TRINITY

We believe in the Holy Trinity, that there are three distinct persons in one Godhead. The Trinity of God in His tri-personal existence as God the Father, God the Son, and God the Holy Spirit.

Matthew 28:19, Matthew 3:13-17.

3. GOD THE FATHER

We believe that God is an eternal person, having no beginning and no ending, and that He is Creator of all, infinite and infallible. *John 4:24, Luke 3:22.*

4. GOD THE SON

We believe that Jesus Christ is the Son of God and God the Son.

We believe that:

- He is the only Savior of mankind; *Acts 4:12*;
- He is God incarnate in human flesh; *Romans 8:3*;
- He is Very God of Very God, for whom and by whom all things were created; *Colossians 1:16*;
- He is the mediator between God and men; *I Timothy 2:5*;
- We believe in His Virgin birth, His holy sinless life, his vicarious death and bodily resurrection; *John 3:16, John 1:13, Hebrews 1:8, Colossians 1:15-19*.

5. GOD THE HOLY SPIRIT

We believe that the Holy Spirit is Very God of Very God, *Acts 5:3-4*; that He baptizes all believers into the body of Christ, *I Corinthians 12:13*; that He indwells all believers, *Romans 8:9*; that He fills the obedient and is the believers guide into the truth, *John 16:7-15*; and that He furnishes the gifts of the Spirit for the edifying of the body of Christ. We believe the Sign Gifts, *Matthew 10:8, Mark 16:17-18*, and the Revelatory Gifts, *I Corinthians 13:8-10*, were temporary and are no longer given by the Holy Spirit.

6. CREATION

We believe that God created the heavens and the earth, including all life, each after its own kind by a direct act and not by the process of evolution. *Genesis 1,2; John 1:3, Colossians 1:16-17*.

7. MAN

We believe that man was created in the likeness and image of God, *Genesis 1:27*. Through the sin of Adam, man fell from his sinless state, *Romans 5:12*, is born totally depraved, *Psalms 51:5*, and is alienated from God. *Isaiah 53:6, Romans 3:23*.

8. SALVATION

We believe that man is justified by faith in the shed blood of Christ, *Romans 5:1-19, Hebrews 9:22, I John 1:7*; and that he is born again by grace through faith apart from works. *Ephesians 2:8-9, Galatians 2:16*.

9. ETERNAL SECURITY

We believe that once a person is born again, he cannot lose his salvation, that he is eternally secure in the Lord Jesus Christ. *John 10:27-29, Romans 8:28-29, Colossians 3:3, Ephesians 4:30*.

10. BAPTISM AND COMMUNION

We believe that baptism by immersion is the only scriptural mode. We believe that baptism does not save. It is an act of obedience to the command of Christ and is a testimony to the world of the believer's faith in the death, burial, and resurrection of Jesus Christ. *Romans 6:1-5, Matthew 28:19-20*.

We believe that communion (the Lord's Supper) is a symbolic ordinance, picturing Christ's body broken for our sins and His blood shed for our redemption. It is not a saving ordinance, but helps us remember His death, and inspires us while looking forward to His coming, *I Corinthians 11:23-24*. It is to be observed by regenerate, obedient believers.

11. A PERSONAL DEVIL

We believe that Satan is a person, that he is a fallen angel, *Ezekiel 28:13-14*, that he is the deceiver of mankind, and that some day God will cast him into the Lake of Fire. *Revelation 20:10, Revelation 12:9-10, Matthew 25:41.*

12. HEAVEN AND HELL

We believe that Heaven is a place prepared for all born-again believers, *John 14:1-6.*

We believe also that Hell is a place prepared for the devil and his angels, *Matthew 25:41*, and those who die in unbelief, *Luke 16:19-31, Revelation 21:8.*

13. THE CHURCH

We believe the body of Christ is composed of all born-again believers of this age and that Christ is the only head of that church. *Colossians 1:18, 1Corinthians 12:13, Ephesians 1:22-23.* We believe that local churches are organized manifestations of the Body of Christ. *Galatians 1:2, 1Corinthians 1:2.* The Church meets with the purpose of devoting itself to prayer, worship, and keeping the ordinances of Baptism and Communion.

14. SECOND COMING OF CHRIST

We believe in the second coming of Christ; that His return from Heaven will be personal, visible, and glorious. The time being unrevealed but always imminent; when He comes He will remove from the earth His people, pour out the righteous judgments of God upon the unbelieving world, then descend with His Church and establish His glorious and literal kingdom over all the nations for a thousand years. *John 14:3, Acts 1:11, 1Thessalonians 4:16-17, Revelation 20.*

15. RESURRECTION

We believe in the bodily resurrection of the just and the unjust. *John 5:28-29, 1Thessalonians 4:13-18, Job 19:25-27*

16. CHURCH AND STATE

We believe that GOD has ordained and established all authority governing man and that every individual is subject to such authority. We believe that civil government is of divine appointment and that every person must submit him or herself to rulers, governors, or appointed leaders of a governing authority.

We believe in the separation of Church from State . Where a civil authority or governing principles, laws, or rules conflict with the Holy Bible, GOD's word reigns supreme and we must follow GOD's authority. Specifically, we believe that no earthly authority can prohibit the speaking, preaching, or teaching of the Holy Bible to other people. *Romans 13:1-7, Hebrews 13:17, 1Peter 2:13-14, Matthew 22:21, Acts 4:19-20, Matthew 28:18-20.*

17. SEPARATION FROM THE WORLD

We believe that since our Christian citizenship is in heaven, as the children of God, we should walk in separation from this present world. *Philippians 3:20, 1Thessalonians 5:22, 1Timothy 6:3-5.*

18. HUMAN SEXUALITY

We believe that God has prohibited all sexual activity outside of marriage which is exclusively between one man and one woman. We believe that God disapproves of and forbids any attempt to alter one's gender by surgery or appearance. *Genesis 2:24, Genesis 19:5, 13, Genesis 26:8-9, Leviticus 18: 1-30, Romans 1:26-29, 1Corinthians 5:1, 6:9, 1Thessalonians 4:1-8, Hebrews 13:4*

ARTICLE VI MEMBERSHIP

Section 1. ELIGIBILITY

The membership of this church shall consist of persons who have received the Lord Jesus Christ as their personal Savior, who have been baptized by immersion, who subscribe to the covenant and the doctrinal statement of this church.

An exception can be made in the Baptismal requirement for church membership when:

[a] A physical, mental or emotional condition exists which if the person was baptized, would jeopardize the well-being or life of the individual.

[b] Or physically baptism is impracticable or impossible.

The determination of the above exception are to be made by the Pastors and Deacon Board. If the condition is not obvious they shall request a medical qualification from the individual's physician.

At the Pastor's discretion he will include these baptismal candidates, who are excepted, in a baptismal service with others in such a way as he determines. It is understood that should the condition which originally excepted the candidate from baptism improve to the point that baptism was permissible, the Pastor would encourage baptism.

Section 2. APPLICATION.

All applications for membership shall be made to a Pastor. All applications shall be referred to the Deacons, whose duty it shall be to make diligent inquiry into the spiritual fitness of the applicant, and if found satisfactory, to so recommend to the church.

Section 3. ADMISSION.

When a favorable recommendation has been made by the Deacons, membership in the church shall begin with the official Right Hand of Fellowship.

Section 4. DUTIES.

[a] Members shall strive to keep their covenant obligations. They should honor and esteem their Pastors, pray for them daily, and assist them in carrying out the program of the church. They will endeavor to preserve the unity of the church and, if at any time they find themselves opposed to the fundamental doctrines of this church as described by the Doctrinal Statement, they will not seek to disrupt its fellowship, but will quietly withdraw from its membership.

[b] Every member of the church is expected to attend its meetings, to work for its upbuilding, to guard its good name in the community, and to keep the clerk informed as to his residence.

[c] Every member is expected to contribute to the financial program of this church with tithes and offerings. The use of offering envelopes by members is encouraged to aide the financial secretary in his/her responsibility.

Section 5. REMOVAL FROM MEMBERSHIP.

[a] REMOVAL BY LETTER OF TRANSFER.

Any member in good standing may be removed by letter of transfer to the fellowship of another church of like faith and practice upon written request.

[b] REMOVAL BY DISCIPLINE.

(1) Any member who fails to fulfill the obligations of Article VI, Section 4. Duties for a period of three months will become inactive after review by the board.

(2) Removing a member's name shall be done only after the Pastors and Deacons have attempted to visit or communicate with the member and ascertain the reasons for non-attendance and have made a reasonable effort to restore such a member to active interest in the church. Any member removed from the roll will be notified by the Deacons.

(3) A member shall be subject to discipline and removal from the roll when he has failed to adhere to the doctrinal statement or covenant of the church. In such cases, the Pastors and Deacons will attempt to deal with that member according to II Timothy 4:2 and Ephesians 4:32, and shall make every effort to restore such a member upon his repentance.

(4) Any appeal in such cases shall be to the Pastors and Deacons.

[c] Removal of members shall be at the discretion of the Pastors and Deacons. The membership of the church shall be informed of all removals from the membership.

Section 6. RIGHTS.

All members shall have equal rights, except as stated in Article X, Section 3 (Voting Age). Members of this church have no property rights and upon termination of membership, they shall be entitled to no interest in the assets.

Section 7. WATCHCARE FELLOWSHIP.

Watchcare Fellowship is provided for students of like faith residing temporarily in our midst. Students who come under the Watchcare Fellowship enjoy all privileges of membership.

ARTICLE VII PASTORS

Section 1. QUALIFICATIONS.

The Pastors of this church shall be heterosexual males, believers in, and preachers of, the Gospel and basic doctrines of faith as defined by the Statement of Faith of this church. They shall subscribe to the covenant of this church.

Section 2. ELECTION

The pastoral office shall be regarded as a divine appointment and it should not be lightly formed nor rudely severed. A Pastor shall be chosen by the membership as hereinafter provided.

- [a] The Pulpit Committee shall be responsible for recommending a prospective Pastor to the Deacons who meets the above stated qualifications. The Pulpit Committee shall be comprised of three deacons, appointed by the Deacon Board, and two church members elected by the congregation to serve until a new pastor is called.
- [b] The Deacons shall consider the recommendation of the Pulpit Committee, and if approved, recommend the prospective Pastor to the membership. It shall be the policy of the church to consider only one prospect at a time.
- [c] A Pastor shall be selected by the membership in a business session which announcement has been made by public reading of notice at two preceding Sunday morning services, or each member shall be notified by mail, at least, seven days prior to the election. The recommendation of the Deacons must be accepted by at least seventy-five percent (75%) of the qualified voters present before a call can be extended. Fifty percent (50%) of the qualified voters shall constitute a quorum at this election.

Section 3. Dismissal of Senior Pastor.

- [a] If at, any time, the Deacon Board shall deem the relationship of the Pastor to the church unsatisfactory, the Deacon Board and/or representatives thereof shall meet with him in order to resolve the matter. Resolution of the matter will be determined by vote of the Deacon Board. If the majority of the Deacon Board continues to view the relationship with the Pastor as unsatisfactory then the Deacon Board may do the following:
 - (1) Bring the matter before the church. A meeting for such purpose shall be held, and the membership shall be notified by mail of such meeting at least one week prior thereto.
 - (2) The Senior Pastor shall have the right to attend such meeting and to present his side of the matter. Any charges or concerns must be submitted in writing to the Senior Pastor at least one week prior to the meeting to allow for adequate preparation.

- (3) The church by a majority vote of the membership present at the meeting may declare the Senior Pastor position vacant with not less than four months notice or three months of dismissal pay.

[b] If the Senior Pastor is unfit to fulfill his duties because of being physically or mentally incapacitated, the Deacon Board should follow the above procedure.

[c] If a Pastor is being removed for sin issues or unbiblical teaching, the same process should be followed with the inclusion of a public rebuke at a regularly scheduled worship service as prescribed in *1 Timothy 5:19-20, Matthew 18:15-18*.

Section 4. MEETINGS.

The Pastors shall conduct regular weekly meetings for the purpose of review, coordination, mutual planning and administration, prayer, and edification.

Section 5. DUTIES.

[a] THE SENIOR PASTOR.

- (1) The Senior Pastor's duties are according to the Scriptures, the giving of himself to prayer, the ministry of the Word, the observance of the ordinances, the pastoral oversight of the flock, the administration and the spiritual welfare of the church.
- (2) In addition to his usual pastoral duties, the Senior Pastor shall be moderator of all business meetings of the church and of the Deacons. He shall be ex officio member of all organized groups and committees connected with the church. He shall have the privilege of requesting that meetings of the Deacons or committees shall be called when needed.
- (3) Personnel of the church shall be under the supervision of the Senior Pastor, either directly or indirectly through the other Pastors. He shall, in consultation with the other Pastors, and Deacons, be responsible for final determinations in hiring, dismissing, and management of all non-pastoral personnel.
- (4) In the temporary or permanent absence of the Senior Pastor, the Chairman of the Deacons will moderate all Business Meetings of the church and Deacon Board.
- (5) In the permanent absence of the Senior Pastor, the Deacon Board will be responsible for providing pulpit supply. The Deacon Board may also install an Interim Pastor.

[b] PASTORS OTHER THAN THE SENIOR PASTOR.

- (1) The duties of these Pastors are the giving of themselves to prayer, the observance of the ordinances, the ministry of the Word in the areas of their specific responsibilities (such as Christian Education, Visitation, Music, Counseling, Oversight of the flock), the

administration and spiritual welfare of the church. They shall be ex officio members of all organized groups and committees.

(2) These pastors shall be under the supervision of the Senior Pastor and they shall supervise all personnel directly responsible to them in their own division of the ministry.

(3) Removal of Assistant Pastor

[a] If at, any time, an Assistant Pastor is found to be physically or mentally incapacitated, spiritually unqualified, or unable to maintain an adequate working relationship with the Senior Pastor, the Senior Pastor and Deacon Board will meet with the Assistant to discuss the situation.

[b] If after such meeting the Deacon Board and Pastor believe adequate reconciliation has not been made, then the assistant will be dismissed by a majority vote of the board and pastor.

[1] If termination is necessary, the Assistant Pastor will be given no less than 30 days or no more than 90 days severance pay.

[2] A specially called business meeting, with notice by mail, will be given to the congregation no less than one week prior to the meeting to inform the congregation as to the termination of the Assistant Pastor.

[3] If an Assistant Pastor is being removed for sin issues or unbiblical teaching, the same process should be followed with the inclusion of a public rebuke at a regularly scheduled worship service as prescribed in *1 Timothy 5:19-20*, *Matthew 18:15-18*.

ARTICLE VIII OFFICERS

Section 1. DEACONS.

[a] QUALIFICATIONS AND ELIGIBILITY

(1) All Deacons must subscribe to and believe in the Statement of Faith and covenant of this church, which is to be reaffirmed annually at the recognition service.

(2) No member shall hold more than one elected and one appointed office of the church at one time.

(3) All Deacons must be 21 years of age or over.

(4) A Deacon must be a member for, at least, one year prior to nomination.

- (5) Biblical qualifications of Deacons are found in Acts 6:1-6 and I Timothy 3:8-13 which reads: "Likewise must the deacons be grave, not double-tongued, not given to much wine, not greedy of filthy lucre; Holding the mystery of the faith in a pure conscience. And let these also first be proved; then let them use the office of deacon being found blameless. Even so must their wives be grave, not slanderers, sober, faithful in all things. Let the Deacons be the husband of one wife, ruling their children and their own houses well. For they that have used the office of a deacon well purchase to themselves a good degree, and great boldness in the faith which is in Christ Jesus."

[b] NOMINATION OF DEACONS.

- (1) The membership may submit any suggested nominees to the Deacons, at least, 30 days prior to the annual election.
- (2) The Deacons shall then consider the qualifications, secure consent from nominees, and prepare a slate of candidates, consisting of, at least, two for each position to be filled.
- (3) In the event it is not possible to obtain two candidates for each position to be filled, the Deacons shall recommend an alternate voting procedure to the membership for their approval at the election of officers meeting.
- (4) The Deacons shall post a list and cause to be published in the church bulletin the names of the nominees, at least, two weeks prior to the election of officers meeting.

[c] ELECTION OF DEACONS.

Deacons shall be elected by the membership at the third quarterly business meeting for three years or until such time as a successor is elected and assumes office. Approximately one third shall be elected each year. Deacons may be elected to maintain a ratio of one Deacon per eight to twelve families in the church. (See Article X, Procedure Regarding Qualifications for Voting Quorum and Voting.)

[d] RECOGNITION SERVICE.

A recognition service for all Deacons shall take place in January of each year.

[e] DISCIPLINE OF DEACONS.

Any Deacon whose conduct is such that it might bring reproach upon the church or who fails to administer his office in a reasonable manner (I Timothy 3:1-13 and Titus 1:7-9) shall be removed from office by the recommendation of the Deacons and a majority vote of the church quorum present at such meeting, unless said Deacon resigns.

[f] VACANCIES.

Deacon vacancies shall be filled for the unexpired term by appointment of the Deacons and approved by the membership at the next quarterly business meeting or at a special business meeting.

[g] DUTIES OF DEACONS.

- (1) The Deacons shall assist the Pastors in the administration and spiritual welfare of the church, subject to the final authority of the members.
- (2) To act in legal matters according to Article XI, of this Constitution.

[h] MEETINGS OF DEACONS.

- (1) The Deacons shall conduct monthly meetings for the purpose of prayer, considering the welfare of the church and for discussion of any business which shall come before them.
- (2) At a December meeting, the Deacons for the coming year, shall elect from their member, a Chairman, a Vice-Chairman, and a Secretary.
- (3) A special meeting of the Deacons may be called at the discretion of the Senior Pastor and Chairman or by three Deacons.
- (4) A majority of the Deacons shall constitute a quorum.
- (5) In the absence of the Pastors, it shall be the duty of the Chairman of the Deacons to preside at all meetings of the Deacons.

Section 2. OFFICERS OTHER THAN DEACONS.

[a] QUALIFICATION AND ELIGIBILITY

- (1) All officers of the church other than Deacons, shall be nominated by the Deacon Board and approved by the membership at the third quarterly business meeting.
- (2) As the deacons, all other officers must subscribe to and believe in the Statement of Faith and covenant of this church which is to be reaffirmed annually at the Recognition Service.
- (3) No member shall hold more than one elected and one appointed church office at one time.
- (4) All officers, as the Deacons, must be 21 years of age or over.
- (5) All officers, as the Deacons, must be a member for at least one year prior to appointment.

[b] APPROVAL TERMS AND DUTIES OF OFFICERS OTHER THAN DEACONS.

(1) CHURCH CLERK

For a term of one year. The clerk shall keep an accurate and permanent record of all the business meetings of the church, keep records of baptism and maintain a membership register in which shall be noted such changes as occur. The Clerk shall be prepared to read the minutes of all business meetings.

(2) TREASURER.

For a term of one year. The Treasurer shall keep a clear, accurate and permanent record of all regular receipts and disbursements except those handled by the Financial Secretary. He/She shall disburse only when authorized and by check only. He/She shall present quarterly and annual reports to the church. The Treasurer of the church may be bonded.

(3) FINANCIAL SECRETARY.

For a term of one year. The Financial Secretary shall maintain an accurate record of all monies, keep a confidential record of tithes and offerings and issue annual receipts to donors. The Financial Secretary may be bonded.

(4) ASSISTANT FINANCIAL SECRETARY.

For a term of one year. He/She shall assist the Financial Secretary in the counting of money and maintain an accurate record of all monies. The Assistant Financial Secretary shall perform the duties of the Financial Secretary in his/her absence. The Assistant Financial Secretary of the church may be bonded.

[c] RECOGNITION SERVICE.

A recognition service for all officers and Deacons shall take place in January of each year.

[d] DISCIPLINE OF OFFICERS OTHER THAN DEACONS.

Any officer other than a Deacon whose conduct is such that it might bring reproach upon the church or who fails to administer his office in a reasonable manner (*I Timothy 3:1-13 and Titus 1:7-9*) shall be removed from office by the Deacons.

[e] VACANCIES.

Vacancies of any office other than Deacons shall be filled for the unexpired term by appointment of the Deacons and approved by the membership at the next regular quarterly business meeting or a special business meeting.

**ARTICLE IX
CHURCH COMMITTEES
AND OTHER POSITIONS**

The Deacons and the Pastors shall appoint members annually to such committees and other positions as are needed to effectively carry out the purpose of the church. The membership shall be informed of church appointments at the annual business meeting.

The Senior Pastor, the Chairman of the Deacons, the Vice-Chairman, and the Secretary shall assign a Deacon annually to each of the committees. They shall appoint a Chairman and Vice-Chairman for each of the committees.

All church committees are to make monthly informational reports to the Deacons.

**ARTICLE X
PROCEDURE**

Section 1. RULES.

Robert's Rules of Order shall be the parliamentary manual of the church. If any part of Robert's Rules of Order shall be found to be inconsistent with, or contradictory to the constitution of the church, the constitution of the church shall govern.

Section 2. VOTING.

All elections of Deacons shall be by secret ballot. All other voting at any called meeting of the church shall be conducted by voice or visible vote unless a secret ballot is requested by a member. A majority vote of the members voting shall determine all votes. Absentee ballots will be furnished upon request of members for all elections of Deacons and specifically announced business, if absence is unavoidable. The request for such ballot must be made to the church clerk by the Sunday prior to the business meeting, and the sealed ballot in the clerk's hand prior to the vote.

Section 3. VOTING AGE.

[a] On all matters, members who have reached their 18th birthday shall be eligible to vote.

[b] Qualified voters shall be members who are "active members" as defined by Article VI., Section 4. DUTIES.

Section 5. BUSINESS MEETINGS.

[a] An annual business meeting shall be held the fourth week in January or at such date determined by the Pastor and Deacons.

[b] Three quarterly meetings shall be held, the fourth week of April, the fourth week of July, and the fourth week of October, or at such other dates determined by the Pastors and Deacons.

[c] A meeting shall be held in December to adopt the Budget.

[d] Special business meetings may be called at any time by the Pastors or Deacons. Notice of the purpose and time of special meetings shall be read at the services on two (2) consecutive Sundays or written notice given at least seven (7) days prior.

Section 6. EMERGENCIES.

In an emergency requiring immediate action regarding proposals other than those defined in Article XI, Section 1-7, as legal transactions, the Deacons shall act for the church, reporting promptly thereafter under the provision of Section 5 above.

Section 7. FISCAL YEAR.

The business year shall be the calendar year beginning January 1 through December 31.

**ARTICLE XI
LEGAL TRANSACTIONS**

Section 1. LEGAL TRANSACTIONS.

Legal transactions not requiring membership approval shall be defined as:

[a] The incurrence of any form of indebtedness with a value of not more than five (5) thousand dollars and not more than five (5) thousand dollars at any one time in a one (1) year period.

[b] The purchasing and selling of non-real estate assets necessary for the ordinary operation of the church with dollar limitation.

Section 2.

The Deacons, acting at a special or regular meeting with majority of the quorum acting, may enter into legal transactions not requiring membership approval, as defined above. Any two of the following persons may sign such legal documents in the name of the Community Baptist Church, Edwardsburg, Michigan: The Chairman, the Vice-Chairman, and the Secretary. See Article VIII: OFFICERS, Section 1, h, (4) for a definition of quorum. The Deacons shall report to the membership at the next quarterly meeting all "legal transactions not requiring membership approval."

Section 3.

The Deacons acting at a regular or special meeting with a majority of the quorum acting, may designate certain persons for a one-year period of time with limited dollar authority per transaction and with a maximum dollar authority to enter into legal transactions not requiring membership approval without further approval of the Deacons.

Section 4.

Legal transactions requiring membership approval" shall be defined as:

[a] The purchasing or selling of real estate of any dollar value or a non-real estate asset with a value in excess of five (5) thousand dollars,

[b] The incurrence of any form of indebtedness with a value in excess of five (5) thousand dollars.

Section 5.

Legal transactions requiring membership approval shall be presented to the membership in the form of a resolution only after a proposal is presented to the Deacons and approved by a majority of a quorum acting at a special or regular meeting. Any member may present a proposal regarding legal transactions requiring membership approval for the Deacons' consideration as a resolution.

Section 6.

All resolutions regarding legal transactions requiring membership approval shall be presented to the membership by either:

[a] Two Sunday mornings notice by means of reading the same resolution to the membership including the date set for the business meeting to vote on the proposal, or...

[b] Seven (7) days notice by mailing to the membership of a business meeting to act upon the resolution with the resolution typed out.

Section 7.

At a business meeting where a resolution regarding legal transactions requiring membership approval is to be voted upon, the voting shall be by secret ballot. If such a resolution is approved by the membership, any two of the following persons may sign such legal documents in the name of the Community Baptist Church, Edwardsburg, Michigan: the Chairman, the Vice-Chairman and the Secretary.

**ARTICLE XII
AUXILIARY ORGANIZATIONS**

No organizations shall be formed or considered a part of the church activities before its sponsors have submitted their plans to the Deacons for sanction, and written approval has been granted.

Officers of all organizations, including organized classes and regular Sunday School teachers, and sponsors of children's activities shall be members.

**ARTICLE XIII
DISPOSITION OF CHURCH PROPERTY**

In case of division of the church membership, church property shall belong to those members who abide by this Constitution. In case of dissolution all assets shall be given to a tax exempt organization adhering to the purpose , covenant, and doctrinal statement of this church.

**ARTICLE XIV
AMENDMENTS**

This Constitution may be amended at any business meeting of the church by a two-thirds (2/3) vote of the members voting on the amendment, provided that written notice of the proposed amendment has been given to the members seven (7) days prior, or the proposed amendments have been read at services on two consecutive Sunday mornings.