

First Baptist Church of Waupaca Constitution

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ARTICLE I: ORGANIZATIONAL STATEMENT

Section A: Name

This organization shall be known as the First Baptist Church of Waupaca.

Section B: Incorporation

The First Baptist Church of Waupaca was incorporated in compliance with the laws of the State of Wisconsin on September 21, 1898. The Articles of Incorporation were recorded as Document Number 60652 in Miscellaneous Deeds, Volume 3, Page 300 of the records of the Waupaca County Register of Deeds. Correction of the Articles of Incorporation, on August 6, 1912, was recorded as Document Number 107584 in Volume 131 of Deeds, Page 227, in the records of the Waupaca County Register of Deeds.

Section C: Purpose

The purpose of this Church shall be the preaching and teaching of the Word of God, the administration of the ordinances (Baptism and Communion) of the New Testament, the spiritual care and improvement of its members, the ministering of its own community, and the spread of the Gospel of Jesus Christ to all the earth; that the saving power of Jesus Christ might be made known.

Section D: Affiliation

This corporation shall be, and remain, independent. The corporation shall not, at any time hereafter, be under obligation to any denomination, council of churches, or religious groups, etc.

Section E: Charitable Organization

The First Baptist Church is organized exclusively for charitable, religious, and educational purposes within the meaning of Section 501 (c) (3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue law) including but not limited to those purposes defined in Section C above.

Section F: Private Inurement

No part of the new earnings of the First Baptist Church shall inure to the benefit of or be distributable to its members, officers, staff, trustees, or other private persons, except that the Church shall be authorized and empowered to pay reasonable compensation for services rendered, and to make payments and distributions in furtherance of the tax-exempt purposes of the Church.

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Section G: Political involvement

No substantial part of the activities of the church shall be the carrying on of propaganda or otherwise attempting to influence legislation. First Baptist Church shall not financially support, participate in, or intervene (including the publishing or distribution of statements) in any political campaign on behalf of, or in opposition to, any candidate for public office.

Section H: Dissolution

Upon the dissolution of the First Baptist Church, the deacons and trustees shall, after making payment for all of the liabilities of the church, dispose of the remaining assets of the Church to organizations organized and operated exclusively for religious purposes and shall at the time qualify as an exempt organization under Section 501(c) (3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue law), according to the deacons' and trustees' discretion. Assets must be distributed only to organizations that agree with the Church's purpose and Statement of Faith.

ARTICLE II: CHURCH 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 Ghost, 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 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, the spread of the gospel through all nations, and to be zealous in our efforts to advance the kingdom of our Savior.

We also engage to maintain family and secret devotions; to educate our children religiously; to seek 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 abuse of controlling substances. We oppose the use of alcohol, drugs, gambling, or any other thing that would take the place of the Spirit's control in the believer's life. (Ephesians 5:18; 1 Thessalonians 5:6; and 2 Timothy 1:7)

We further engage 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 be mindful of the rules of our Savior to secure it without delay.

We moreover engage 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.

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ARTICLE III: STATEMENTS OF FAITH

1. Doctrine of the Scriptures

We believe the Holy Scriptures, consisting of the Old and New Testament only, to be the plenary, verbally inspired Word of God; inerrant in the original manuscripts, authoritative, infallible and God-breathed: and that they are authority for faith and practice (II Timothy 3:16-17; Matthew 5:18; II Peter 1:20-21; I Corinthians 2:10-13).

- Plenary Meaning: full; complete; as plenary authority
- Verbal Meaning: word for word; as a translation
- Inerrant Meaning: without error
- Infallible Meaning: incapable of failing; unerring, not capable of making a mistake; absolutely trustworthy

2. Doctrine of God

We believe in one triune God, existing in three persons; Father, Son and Holy Spirit, eternal in being, identical in essence, equal in power and glory, and having the same divine attributes and perfections; yet exercising them in various offices (Deuteronomy 6:4; Matthew 28:19; John 14:7-12, 16:7; and II Corinthians 13:14)

- Essence Meaning: that which is the real character of a thing.

3. Doctrine of the Son

We believe in the Lord Jesus Christ, conceived by the Holy Spirit, born of the virgin Mary, whose humiliation in the days of His flesh did not include laying aside His deity (Matthew 1:18-19; John 1:1-14).

We believe that the Lord Jesus Christ, the only begotten Son of God, died for our sins according to the Scriptures, as a substitutionary sacrifice, and that all who receive Him are justified on the grounds of His shed blood (I Corinthians 15:3-4; II Corinthians 5:21; Romans 3:21-26).

We believe in the resurrection of the crucified body of our Lord Jesus Christ, in His bodily ascension into heaven, in His present life there for us as High Priest and intercessor (Matthew 28:5-6; Acts 1:9; Hebrews 7:25-26).

We believe in “that blessed hope” the personal, visible, pretribulational, premillennial, and imminent return of our Lord and Savior, Jesus Christ (I John 3:2-3; I Thessalonians 4:14-17; I Corinthians 15:51-53).

4. Doctrine of the Holy Spirit

We believe that the Holy Spirit is eternally one of the God head; equal with God the Father and God the Son, and has the same nature; that he was active in creation (Psalm 104:30); that in His relation to the unbelieving world, He restrains the evil one until God’s purpose is fulfilled (II Thessalonians 2:7), that He convicts of sin, of righteousness, and of judgment to come (John 16:8-

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11); that He bears witness of the truth of the Gospel in preaching and testimony (Acts 5:30, 32); that He indwells the believer (I Corinthians 6:19); that He baptizes into the body of Christ (I Corinthians 12:13); that He seals the believer “until the redemption of the purchased possession” (Ephesians 1:13-14) that He confers gifts and graces upon the body of Christ (I Corinthians 12:7-11); that He empowers for service (Acts 1:8); that He bears witness to the believer’s son ship (Romans 8:16-27).

We believe that some gifts of the Holy Spirit were temporary. We believe that speaking in tongues was never the common or necessary sign of the fulfilling or baptism of the Spirit. We believe that God, in accord with His own will, does hear and answer prayer for the sick and the afflicted (I Corinthians 12:1; II Corinthians 12:11, 30; James 5:14-16).

5. Doctrine of Man

We believe that man was created by an immediate act of God in His own image, as given in the Genesis account, and not by process of evolution; that through disobedience to God, lost his first estate and thereby became a sinner in need of a Savior; and that since that time all men are born sinners, spiritually dead, alienated from God, and stand in need of personal redemption that is in the Lord Jesus Christ alone (Genesis 1:26, 27; 3:1-14; Romans 5:12; 3:23-24; Psalms 51:5; Ephesians 2:1; Colossians 1:21; Hebrews 9:11; Colossians 1:14).

- A. MARRIAGE:** We believe marriage is ordained by God as one naturally born male and one naturally born female becoming one flesh. We believe it is God’s design that a man and woman enter the marriage union for life. We believe that God disapproves of and forbids divorce and intends marriage to last until one of the spouses dies. Divorce and remarriage is regarded as adultery except on the grounds of fornication. Although divorced and remarried persons or divorced persons may hold positions of service in the church and be greatly used of God for Christian service, they may not be considered for the offices of pastor or deacon. (Genesis 2:18-25; Mal. 2:14-17; Matthew 19:3-12; Romans 7:1-3; Ephesians 5:22-32; 1 Tim. 3:2; Titus 1:6)
- B. FAMILY RELATIONSHIPS:** We believe that God has ordained the family as the foundational institution of human society. Men and women are spiritually equal in position before God, but God has ordained distinct and separate spiritual functions for men and women in the home and the church. The husband is to be the leader of the home, and men are to be the leaders (pastors and deacons) of the church. Accordingly, only men are eligible for licensure and ordination by the church. (Gal. 3:28; Col. 3:18; 1 Tim. 2:8-15, 3:4-5, 12)
- C. HUMAN SEXUALITY:** We believe God has provided for intimate sexual relations between man and woman within the covenant of marriage. Sexual relations outside the bonds of marriage, including homosexuality, bisexuality, bestiality, incest, adultery, fornication, pedophilia, among others alluded to in God’s Word, are a sin. We believe acts that defile God’s human creation, such as gender modification, through medical procedures or by appearance, and participation in the sexual degradation of others through pornography, are attacks against the family unit, are against the will of God, and are sins. (Genesis 2:24;

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19:5; Leviticus 18:1-30; Romans 1:18-32; I Corinthians 6:6-10; 7:3-5; Hebrews 13:4; Ephesians 5:3-5; I Thessalonians 4:3-8)

- D. SEPARATION:** We believe that believers should maintain a godly testimony and live in such a way that their lives do not bring reproach upon their savior. God commands His people to separate from all religious apostasy, all worldly and sinful pleasures, practices, and associations; and to refrain from all immodest and immoderate appearances. We stand against any and all worldly philosophies that seek to destroy or undermine the truth of Biblical Christianity. (Lev. 19:28; Rom. 12:1-2, 14:13; 1 Cor. 6:19-20; 2 Cor. 6:14, 7:1; 2 Tim. 3:1-5; 1 John 2:15-17; 2 John 9-11)
- E. SANCTITY OF LIFE:** We believe in the sanctity of human life. We believe human life begins at conception, and from conception through the elderly adult years should be respected as a creation of God. We believe abortion, infanticide, euthanasia, suicide, assisted suicide, and other similar acts are murder and therefore against the will of God. We reject any teaching that abortions due to rape, incest, birth defects, gender selection, population control, or the physical or mental well-being of the mother are acceptable. We also believe that an act or omission which, of itself or by intention, causes death in order to eliminate suffering constitutes murder contrary to the will of God. Discontinuing medical procedures that are extraordinary or disproportionate to the expected outcome can be a legitimate refusal of over-zealous treatment. (Genesis 1:27; Exodus 20:13, 23:7; Leviticus 19:32; Job 3:16, 12:12; Psalms 51:5, 139:13-16; Isaiah 44:2, 24; Jeremiah 1:5; Matt. 5:21; Luke 1:44; Acts 17:28; Romans 9:20-22; I Timothy 5:1-2.)
- F. LAWSUITS BETWEEN BELIEVERS:** We believe that Christians are prohibited from bringing civil lawsuits against other Christians or the Church to resolve personal disputes. We believe the Church possesses all the resources necessary to resolve personal disputes between members. We do believe, however, that a Christian may seek compensation for injuries from another Christian's insurance company as long as the claim is pursued without malice or slander. (1 Cor. 6:1-8; Eph. 4:31-32; Matt. 18:15-17)

6. Doctrine of Salvation

We believe that in order to be saved, all men, being sinners, must be born again. We believe that all who receive, by faith, the Lord Jesus Christ are born again by the Holy Spirit. We believe that this new birth is instantaneous, not a process; and that it is brought about in a manner above comprehension; solely by the power of the Holy Spirit and the Word of God. We believe that in the new birth God justifies the believer and that the Holy Spirit indwells the believer with power for holy service. We further believe that every believer stands as a priest before God (Romans 3:10; John 1:12 and 13; Revelation 3:20; I Corinthians 6:19-20; II Corinthians 5:17; Acts 16:30-34; John 16:7-8; I Peter 2:5; and Revelation 1:6).

- A. ETERNAL SECURITY:** We believe that the salvation of every believer is secure for all eternity from the moment of regeneration. This security is guaranteed to each believer by the fact that the life received is eternal life, by the keeping power of God, and by the sealing work

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of the Holy Spirit (John 5:24; 10:27-30; Romans 8:1,29-30,38-39; Ephesians 4:30; Hebrews 7:25).

B. JUSTIFICATION: We believe that justification is a judicial act of God by which He imparts to the born-again believer complete pardon of sins, the gift of eternal life, and imputes to the believer His own righteousness. We believe that justification is bestowed not in consideration of any works of righteousness which the believer has done, but solely because of his faith in the shed blood of the Lord Jesus Christ (Romans 5:6-8; Acts 13:38-39; John 5:24, 6:40; and Romans 3:25, 5:9).

- Judicial Meaning: fair, unbiased

C. SANCTIFICATION: We believe that immediate positional sanctification is that act of God whereby believers are, at the time of regeneration, eternally set apart as belonging to Him by redemption, thereby being placed in the family of God as children, joint heirs with Jesus Christ (I John 3:1; Romans 8:14-17; I Corinthians 1:2; Hebrews 10:10-14).

We believe that progressive sanctification is the process by which according to God's will, we are made partakers of His holiness; that it is progressive; that it is begun in regeneration; that it progresses if the believer is yielded to the Holy Spirit's control; that it is carried on in the hearts of believers by the presence and power of the Holy Spirit through the Word of God, self-examination, watchfulness, and prayer (I Thessalonians 4:3, 5:23; Proverbs 4:18; I John 2:29; Philippians 2:12-13; Ephesians 6:18; John 17:17).

We believe that ultimate sanctification will be the portion of every believer when finally, in the presence of the Lord, complete and entire with soul and spirit united in the resurrection body free from every trace or effect of sin and rebellion (I John 3:2; I Corinthians 15:52-54; and Ephesians 5:27).

THE ETERNAL STATE: We believe that the souls of those who have trusted in the Lord Jesus Christ for salvation do at death immediately pass into His presence and there remain in conscious bliss until the resurrection of the body at His coming when soul and body reunited shall be associated with Him forever in glory; but that the souls of unbelievers remain after death in conscious torments (Luke 16:23) until the final judgment of the Great White Throne at the close of the millennium, when soul and body reunited shall be cast into the lake of fire from the presence of the Lord and from the glory of His power (Luke 16:26, 23:43; II Corinthians 5:8; Philippians 1:23; II Thessalonians 1:7-9; Revelation 20:11-15; I Thessalonians 4:13-18).

7. Doctrine of the Local Church

We believe that a local church is a congregation of immersed believers (Acts 2:41-42) who are associated by a covenant of faith and fellowship in the gospel and that the church has been committed two ordinances; baptism and the Lord's Supper (Matthew 28:19; I Corinthians 11:2, 23-26). We believe the true mission of the church is two-fold; being a faithful witness of Christ to all men as we have opportunity and to edify the body of believers (Acts 1:3; Ephesians 4:11-

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12). We further believe the local church has the absolute right of self-government, free from all the mandates of any hierarchy, or individuals or organizations (Act 20:28-32); that it is scriptural for true churches to cooperate with each other in contending for the faith and the furtherance of the Gospel; that each church is the sole judge of the measure and method of its cooperation; that in all matters of membership, or polity, of government, of discipline, and of benevolence, the will of the local church is final (I Corinthians 5:1-5; Matthew 18:17).

We believe that the local church is the center of God's program for this age and that every Christian is bound by Scripture to give his unhindered cooperation to the program of his local church (Acts 2:41-47, 14:27; I Timothy 3:1-16; Titus 1:5-11; I Corinthians 3:10-17, 5:1-5, 11:2).

We believe that the Lord Jesus Christ has commissioned the church to take the gospel to the world and that evangelism at home and abroad should be primary in the program of the local church (Matthew 28:19-20; Acts 1:8).

- A. **MISSIONS:** We believe that God has given the church a great commission to proclaim the Gospel to all nations so that there might be a great multitude from every nation, tribe, ethnic group, and language group who believe on the Lord Jesus Christ. As ambassadors of Christ, we must use all available means to spread the Gospel to the foreign nations and our communities. (Matt. 28:19-20; Mark 16:15; Luke 24:46-48; John 20:21; Acts 1:8; 2 Cor. 5:20)

- B. **GIVING:** We believe that every Christian, as a steward of that portion of God's wealth entrusted to him, is obligated to financially support the local church. We believe that God has established the tithe as a basis for giving, but that every Christian should also give other offerings sacrificially and cheerfully to the support of the church, the relief of those in need, and the spread of the Gospel. We believe that a Christian relinquishes all right to direct the use of his tithe or offering once the gift has been made. In the case of designated giving, those gifts will be directed accordingly towards the previously established designated fund, but in other cases, designations are to be considered as advisory only. (Gen. 14:20; Prov. 3:9-10; Acts 4:34-37; 1 Cor. 16:2; 2 Cor. 9:6-7; Eph. 4:28; 1 Tim. 5:17-18; 1 John 3:17)

8. Ordinances of the Church

We believe that there are two church ordinances: baptism and the Lord's Supper.

Baptism is the immersion of a believer in water and is the only mode of baptism revealed and commanded in the scriptures and is properly called "believer's baptism". This baptism sets forth, in a beautiful and solemn way our faith in a crucified, buried, and risen Savior. The believer's immersion in water symbolizes death, burial, and resurrection to a new life in Christ (Romans 6:3-5; II Corinthians 5:17), and is the visible credential for membership in the local church which corresponds to Holy Spirit baptism, the credential to membership in Christ's body. Believer's baptism is a scriptural pre-requisite to church membership (Acts 2:38-41; Acts 8:36-39).

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The Lord's Supper is a church ordinance in commemoration of the Lord's death until He comes and signifies the continual fellowship of baptized believers with Him and each other in Him. Each believer should exercise careful self-examination before participation in this ordinance (I Corinthians 11:23-32). We believe that obligation for proper and scriptural administration of the ordinances is the responsibility of the church, and that authority and prerogative of administration does not rest in the minister as an expiatory priest.

- Expiate meaning: to make amends or reparation for.

9. Attitude toward Civil Government

We believe in the separation of church and state (Matthew 22:21). We believe that civil government is ordained of God for the punishment of evil doers and for the protection of the good (Romans 13: 1-7). We therefore consider it our duty to pray for rulers and magistrates and to obey them, except in things opposed to the will of God (Titus 3:1; I Peter 2:13-14; Acts 4:19; Matthew 23:10).

10. Doctrine of Creation

We believe in the Genesis account of creation, and that it is to be accepted literally and not figuratively: that all animal and vegetable life was made directly and that God's established law is that they bring forth only "after their kind", that man was created directly in God's own image and after His own likeness and did not evolve from any lower form of life; and that all men are descended from the historical Adam and Eve, first parents of the entire human race (Genesis 1:1-2, 25; Hebrews 11:3; Colossians 1:16-17; Psalms 33:6-9).

11. Doctrine of Last Things

We believe in the imminent return of Christ to raise the bodies of departed saints and to translate His church, followed by a seven-year period of tribulation upon all the earth, after which He shall again return with His saints to establish the promised Davidic Kingdom. He shall reign for a thousand years; peace and righteousness shall cover the earth; Satan shall be bound and Israel shall be established in her own land; following which, Satan shall be loosed to again deceive the nation against Christ, only to be forever banished to the lake of fire. The wicked dead shall be raised for the Great White Throne judgment and condemned to everlasting conscious punishment in hell. The righteous shall enjoy conscious blessedness with the Lord (John 14:3; Matthew 24:21; Revelation 19:11-21, 20:1-15; Ezekiel 39:25-29; I Thessalonians 4:15)

- Banished meaning: to drive out; condemn; to exile; to expel.

Revelation 20:10 "And the devil that deceived them was cast into the lake of fire and brimstone, where the beast and the false prophet are, and shall be tormented day and night forever and ever."

12. Authority of Statements of Faith

The Statements of Faith do not exhaust the extent of our faith. The Bible itself is the sole and final source of all that we believe. We do believe, however, that the foregoing Statements of Faith accurately represent the teachings of the Bible and, therefore, are binding upon all members.

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ARTICLE IV: MEMBERSHIP

Section A: Qualifications for Membership

We believe that church membership is only for those who are saved (believers in Jesus Christ) and who show evidence of regeneration (salvation) by their personal testimony and by their life style (Acts 2:41-47). We believe that the difference between saved, regenerated, believers and the unsaved is made clear in scriptural passages such as Romans 1:18-31 and I Corinthians 6:9-10 which describe the unsaved (unrighteous), and I Corinthians 6:11 which states that the saved (sanctified) are no longer like them.

All persons desiring membership in this Church are to be interviewed by the Pastoral staff or the Board of Deacons and recommended to the church for membership after their reading of and intending to fully subscribe to the Statements of Faith, the Church Covenant, and if of voting age, the Church Constitution; and agree to submit to the authority of this local church and its Pastoral leadership.

Upon recommendation by the Pastoral staff or Deacons at the next business meeting, and majority consent of the Church, the candidate shall be added to the membership having complied with any one of the following conditions:

1. Any person professing faith in the Lord Jesus Christ, giving evidence of regeneration, and adopting the views of faith and practices held in this church may, upon baptism by immersion, be received into its membership.
2. Members of other Baptist Churches may be received by virtue of their letter certifying their baptism by immersion, duly granted by said churches.
3. Restoration:
 - A. A former member of the First Baptist Church of Waupaca, whose membership has lapsed and having been removed due to lack of attendance, may be restored into fellowship on profession of faith.
 - B. A former member of the First Baptist Church of Waupaca if having been removed from membership, after confession is made publicly before the church membership of the sin or sins involved, and satisfactorily evidencing repentance to the Pastor (or Board of Deacons if the Pastor is vacant) may be restored into fellowship on profession of faith.
4. Persons who are not members of other Baptist Churches, but have been baptized by immersion upon profession of faith in our Lord Jesus Christ, and who accept the views and practices as approved by First Baptist Church, may be received into membership by virtue of their profession of faith.
5. Members may be received at any regular business meeting of the Church. New members shall be officially welcomed into the fellowship of the Church.

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Section B: Privileges of a Member

1. **PROPERTY RIGHTS:** Members have no property, contractual, or civil legal rights in the property or other ministry affairs of the church. Although the general public is invited to all of the church's worship services, the church property remains private property. The Pastor (or in his absence, the board of deacons) has the authority to suspend or revoke the right of any person, including a church member, to enter or remain on church property. If, after being notified of such a suspension or revocation, the person enters or remains on the church property, the person will be treated as a trespasser.
2. **INSPECTION OF RECORDS:** Members have the right to review the minutes of a meeting, the Constitution of the church, and any prepared financial statements. The member may not view or copy minutes from the deacon board, disciplinary meeting notes, individual membership giving records, or the financial or accounting records of the church.
3. **RIGHT TO SUE:** Members do not have the right to bring a lawsuit against the church, but do have the right to bring a lawsuit against the leadership of the church. Any disputes or lawsuits between church members and the church cannot be litigated in civil court as it is Biblically forbidden; but if such a dispute were to arise, it must be arbitrated in a Biblically based manner.
4. **MINISTRY PARTICIPATION:** Members have the right, and are encouraged to participate in any ministries of the church; or seek guidance for what ministry they are best suited for or needed. (See Articles VI, VII, VIII, X, XI)

Section C: Discipline of Members

We believe that church discipline is to be exercised with the goal of restoring the erring member to a right relationship with Christ and with the church (Galatians 6:1 and James 5:19-20). If an erring member persists in unrepentant sin (as in the example given in I Corinthians 5), the church will initiate the process of removing them from the membership in accordance with the procedures given in Matthew 18:15-20, Romans 16:17-18 and the example given in I Corinthians 5:1-13, I Thess. 5:14, II Thess. 3:6, 10-15, I Tim. 5:19-20, Titus 3:10-11. We believe that those who have been removed from membership can be restored to fellowship after they have repented (II Corinthians 2:1-11).

1. If a member becomes aware that another member's conduct is of such magnitude that it hinders the spiritual growth and testimony of the individual or the church body as a whole, he is to go alone in a spirit of humility to the offending party and seek to restore that person.
2. If reconciliation is not reached, then a deacon or pastor is to accompany the one seeking to resolve the matter.
3. If the matter is still unresolved, then the Discipline Committee shall hear the matter. The discipline committee shall consist of the Pastors and the board of deacons; and shall have sole authority in determining heretical deviations from the Statements of Faith and the Church Covenant. If a pastor or a deacon is the subject of disciplinary action, he is entitled to the same privileges as the other members, but shall not sit as a disciplinary committee member.

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4. If after the Discipline Committee has heard the matter and the individual is still unrepentant, then the Committee will recommend to the other members of the church that they also make a humble effort to personally go to seek restoration of the offending member.
5. If all restoration efforts have failed, the offending member will be removed from the membership role by a majority vote of members present at a specially called for disciplinary meeting. The offending member will not have voting rights at this meeting. Members placed under church discipline must immediately return any church property that they are in possession of; and church members should not have social contact with the former member except for restoration purposes.

Section D: Transfer to Other Baptist Churches

Any member, if in good standing, shall be granted, on request, a regular Letter of Transfer to any other church of the same faith and order.

Section E: Certification to Church of Other Denominations.

When a member of this Church desires to unite with a church of like faith, a certificate of Christian Standing may be given upon request.

Section F: Removal of Membership

1. No provision contained in this section shall be subject to or governed by the procedures regarding discipline of members set forth in Section C.
2. If any member shall present a written request to have his or her name dropped from the Church Roll, it shall be granted; but no letter of transfer or written statement of good standing will be issued upon such resignation, except at the discretion of the pastor.
3. The membership of any individual member shall be automatically considered lapsed if the member in question has not attended a regular worship service of the church in the preceding six months. Upon good cause being shown to the pastor, this provision for membership removal may be waived in the case of any individual member at the discretion of the pastor.
4. The following individuals will not be considered for removal from the church roll if solely for the following reasons:
 - A. Those in nursing homes or assisted living.
 - B. Those whose health does not permit them to attend.
 - C. Those who are serving in the military.
 - D. Those who are attending college.
 - E. Those who are serving in the mission field or as an evangelist.
 - F. Those that have a seasonal residency out of state.

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5. No member of this church may hold membership in another church. If any member unites in membership with another church, that person is automatically removed from membership in this church. An exception will be made for seasonal resident members attending at, and are in good standing in, a church of like faith.
6. The membership of any individual member shall automatically be removed without notice if the deacons and pastor become aware that the member has filed a lawsuit in violation of Article IV, Section B:3.
7. The membership of an individual will automatically be removed upon his or her death.

ARTICLE V: BUSINESS

Section A: Fiscal Year

The fiscal year of this Church shall be from July 1 through June 30.

Section B: Business Meetings

1. Annual Meeting
The Annual Meeting of the Church shall be held on a prearranged day in July, announced at least two weeks in advance in the bulletin and remaining in the bulletin until the day of the meeting. At this meeting, reports of the year's work shall be presented by the officers and committees of the Church. Officers and Committees shall be elected as provided in the Constitution. Any other business in the work of the Lord, may be transacted at this time.
2. Monthly Business Meeting
Business meetings in this Church shall be held each month.
3. Meetings for the transaction of business may be called by the Pastor at any time, due notice being given at the last preceding service, or by the written request of three members of the Board of Deacons or Trustees.

Section C: Quorum

1. In ordinary business meetings, thirty (30) eligible voters shall constitute a quorum.
2. All members in good standing, 18 years of age and older, shall be qualified to vote at all business meetings.

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Section D: Public Meetings

1. Stated Meetings

The stated meetings of this Church for public worship shall be held Sunday morning, Sunday evening, and one evening during the week.

2. The Lord's Supper

The Lord's Supper shall be observed at regular intervals at such times as the Pastor may direct.

Section E: Board Meetings

All boards and committees shall hold meetings at such a time and place as is deemed advisable to the best interests of the Church. A written record of every meeting shall be kept by the Secretary, and shall include the names of each member present. Each board and committee shall elect its own chairman and secretary.

ARTICLE VI: OFFICES OF THE CHURCH

Section A: Officers of the Church

1. Elected Positions

The elected offices of the Church shall be:

- Deacons
- Trustees
- School Board
- Deaconesses
- Church Clerk
- Missionary Treasurer
- Head Usher
- Auditing Committee

2. Appointed Positions

The following offices will be appointed by the Pastor and approved by the church.

- Assistants to the Pastor
- Sunday School Director
- Financial Secretary
- Treasurer
- Music Coordinator(s)
- Security and Safety Director
- Director of Nurseries
- Janitor
- Secretary

Section B: Qualifications

1. The following offices can be filled only by those who have been members of the Church for a period of one year previous to their installation in said office: Deacons, Trustees, School Board, Sunday School Director, Deaconesses, Treasurer and Financial Secretary.

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2. All board members and officers of the church are required to adhere to all Articles of the Constitution.
3. No member shall be eligible for office who is not faithful in church attendance or makes it a practice to do unnecessary servile work on the Lord's Day.
4. Any officer who is derelict in duties and requirements and having been contacted by the Pastor and the Deacons and does not change in his practice, that office shall be declared vacated by the Pastor and deacon board.

Section C: Doctrinal Pledge

All officers of the Church shall be required to subscribe yearly to all Articles of the Constitution of this Church at the Installation and Dedication Sunday after the Annual Business Meeting. Upon refusal to do so by any officer, his or her office shall automatically be declared vacant.

Section D: Installation of Officers

The officers of the Church shall be installed in the morning service of the first Sunday following the Annual Business Meeting.

ARTICLE VII: DUTIES OF COMMITTEES

Section A: Nominating Committee

1. The nominating committee shall be elected at a meeting of the Church held at least one month before the annual meeting of the Church. The nominating committee shall be composed of the Pastoral staff, at least one deacon, one trustee, one school board member, one deaconess, and at least one member at large. Any member of the nominating committee may not nominate themselves to an office.
2. It shall be the duty of the nominating committee to nominate for office vacancies caused by resignation or by expiration of office, except for nominations for which other provisions have been made herein.
3. The nominating committee shall count the ballots after the election and present its report to the Pastor and church secretary. A list of the members of each board and committee will be made and posted in the Church for use during the following Sunday's installation of officers.

Section B: Auditing Committee

The auditing committee shall be composed of at least three members elected at the annual meeting. Their duties shall be that of auditing the books of the Church treasurer, financial secretary, missionary treasurer, Christian school, and all bank accounts and savings and checking accounts of First Baptist Church.

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ARTICLE VIII: ADVISORY BOARD

Section A: Members

The pastor, all of the deacons, the trustees, the school board, and assistants to the pastor shall constitute the advisory board, of which the pastor shall act as chairman.

Section B: Duties of the Advisory Board

The duty of the advisory board shall be that of counseling with the Pastor as to interests on which he shall seek advice; to review, at any time when it seems desirable, the entire work of the church, or any department of the Church; to make such recommendations to the Church as in the judgment of the board seems wise; to execute any course, or courses, of action relating to any interest which may be referred to the Board by vote of the Church. The Advisory Board may be called by the Deacon Board in a time of Pastoral search.

ARTICLE IX: PASTORAL RELATIONS

Section A: Establishment of relations

The calling of a pastor shall be done in all cases by ballot with 2/3 majority vote at a special business meeting.

Section B: Dissolution of relationships

The question of dissolving pastoral relationship shall be considered:

1. At any time by the Church on the presentation of the pastor's resignation.
2. From a recommendation by the deacons after their review of a petition of grievances against the Pastor, being signed by at least ten members in good standing.
3. If, after the above case number 2, the Deacons recommend the Pastor's resignation; the pastoral relationship shall be dissolved by ballot by majority vote of the members present at a business meeting called for this special purpose.

Section C: Requirements of Notices Given

If the Deacon Board or pastor shall desire at any time to sever relations, a thirty-day notice shall be given to the other party. Notice time may be shortened if deemed necessary by the Deacon Board.

Section D: Number of Candidates

To avoid confusion, only one candidate shall be considered at one time.

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ARTICLE X: DUTIES OF OFFICERS

Section A: Pastor

The pastor shall perform all the scriptural duties of his office and under the guidance of the Holy Spirit shall have freedom of the pulpit. The pastor shall also perform such duties in connection with the work of the Church as shall be delegated to and accepted by him. He shall be moderator of the Church, and ex-officio member of all organizations, boards, and committees. He shall be expected to be regular in making pastoral calls to the sick and the unsaved, as well as to members of the Church.

Section B: Associate Pastor(s)

1. Candidates
Any prospective candidate shall first be appointed by the Pastor and approved by the Church.
2. Resignation
The assistants to the pastor's resignation shall be handled in the same manner as the Pastor, as provided in Article IX of the constitution or by recommendation of the lead Pastor.
3. Termination
Any Associate Pastoral position can be terminated upon discretion of the lead Pastor.
4. Duties
The Associate Pastor shall be an ex-officio member of all organizations and committees in which they have duties to perform.

Section C: Deacons

1. Qualifications
 - a. The qualifications of the deacons are to be those as set forth in I Timothy 3:8-13 and Acts 6:3.
 - b. See Article III, Section 5 (A) and (B), and Article VI, Section B.
2. Term of Office
 - a. Each deacon shall be elected for a term of three (3) years. The elections shall be on a rotation basis with at least one deacon being elected each year.
3. Number of Deacons
There shall be a minimum of four (4) deacons.
4. Installation
See Article VI, Section D

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5. Duties
 - a. They shall attend to the spiritual affairs of the Church in conjunction with the pastor.
 - b. They shall assist the pastor at the observation of the Lord's Supper.
 - c. They shall assist the pastor in promoting the various Church services.
 - d. They shall serve as a pulpit committee and arrange for temporary supply of the pulpit in the pastors absence; and search for Pastoral candidates when the Lead Pastor's position is vacant.
 - e. They shall visit the sick.
 - f. They shall cooperate and work with the pastor to increase the usefulness of the Church in the community.
 - g. They shall assist at the baptismal services.
 - h. They shall review, with the pastor, the Church membership roll at least once a year to determine if any members are not in good standing.
 - i. The chairman of the board of deacons shall, in the absence of all pastors, be responsible for the regular prayer meetings, the introducing of visiting speakers, and shall see that an orderly service is prepared for such speakers.
 - j. They shall meet with the pastor to examine those desiring membership in the church.
 - k. They shall be responsible to investigate those of the membership in need of material help and to enlist the needed help from the Church.

Section D: Trustees

1. Qualifications
 - a. See Article VI, Section B.
2. Term of Office

Each trustee shall be elected for a term of three (3) years. The elections shall be on a rotation basis with at least one trustee being elected each year.
3. Number of Trustees

There shall be a minimum of four (4) Trustees.
4. Installation

See Article VI, Section D.
5. Duties
 - a. They shall assume full charge of the church property and be responsible for its care and maintenance.
 - b. They shall arrange for any needed repairs. Any matter exceeding \$1,000 shall have the approval of the Church.
 - c. They shall represent the Church in all legal matters.

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Section E: School Board

1. Number of the school board will be composed of at least four (4) active church members, elected for three (3) years. The election will be on a rotating basis with at least one elected each year.
2. Description
 - a. The school board of Waupaca Christian Academy (WCA) shall consist of members of First Baptist Church. Full-time faculty and staff are excluded from service on the school board.
 - b. The board is to serve as an advisory board to the administration of WCA. Policies will not be developed through the school board unless the administration approves them. A diagram of the leadership of the school can be found in the organizational chart in the WCA Faculty Manual.
3. Responsibilities
 - a. The board is responsible for supporting the headship of the school as a position and also supporting the person holding that position during his/her tenure with the School.
 - b. The board is responsible, through the administration, for assuring that the character and quality of both the program and the instruction offered remain consistent with the overall long-term commitment and with the mission of the school and the church.
 - c. The board will make the final decision in the event the administration believes an expulsion is necessary.
 - d. In the absence of the administrator, the school board will assume the responsibilities of the administrator under the supervision of the Lead Pastor.
 - e. The board will oversee and approve the financial budget.
 - f. The board will meet on a monthly basis as directed by the administration.
 - g. The administration will seek advisement from the school board for all dismissal and employment of school staff and policies that will be formed.
 - h. Terms: Administration- The Lead Pastor of FBC in conjunction with the principal of Waupaca Christian Academy
4. Qualifications
 - a. See Article VI Section B.
 - b. School board members with children of school age must enroll them into WCA. An exception will be allowed if a child has educational needs that WCA cannot service. All final decisions will be made by the pastoral staff.
5. Installation
 - a. See Article VI Section D.

Section F: Deaconesses

1. The Church shall have a board of deaconesses consisting of at least four women members. They shall be elected for a term of three years. The election shall be on a rotation basis with at least one member elected each year.
2. Qualifications
See Article VI, Section B.

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3. Installation

See Article VI, Section D.

4. Duties – See description of duties in other documents.

Section G: Sunday School Director

The Sunday School Director shall be general over-seer of all the departments, activities and administration of the Sunday school.

Section H: Church Clerk

The Church clerk shall keep the minutes of all business meetings of the Church and shall maintain an accurate record of all members of the Church.

Section I: Financial Secretary

The financial secretary shall receive and bank all contributions to the Church, keeping a record of all designations and a record of individual contributions whenever individuals place their names on their contributions.

Section J: Treasurer

The treasurer shall disburse the funds for current expenses and special projects and funds of the Church. Disbursements shall be paid by check or electronic transfer and shall be made on the authority of the Church, or by order of qualified persons, which shall be the pastor, chairman of the board of deacons, or the chairman of the board of trustees.

Section K: Missionary Treasurer

The missionary treasurer shall disburse and keep record of all funds contributed for missionary purposes.

Section L: Music Coordinator(s)

See Job Description in other documents.

Section M: Security and Safety Director

See Job Description in other documents.

Section M: Director of Nurseries

See Job Description in other documents.

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Section O: Head Usher

1. The Head Usher shall oversee all of the ushers in scheduling and performing of their duties.
2. The Head Usher shall subscribe to the church usher standards and, when needed conduct an usher training class so that all ushers are meeting the standards set forth in the church standards.
3. The head usher shall appoint monthly head ushers and also make a list of those that will be responsible to be ushers for each month throughout the year.
4. There shall be at least eight ushers.
5. They shall serve at all Sunday services of the Church.
6. They shall receive and count all the offerings of the Church, according to church standards, and place them in the hands of the financial secretary.

Section P: Janitor

See Job Description in Janitor Policy.

Section Q: Pastoral Administrative Assistant

See Job Description in Administrative Assistant Policy.

ARTICLE XI: FORMATION OF SOCIETIES

Section A: Organization and Duties

1. No organization shall be formed or considered a part of the Church activities before its sponsors have submitted their plans to the pastor and the board of deacons for their approval.
2. The various organizations are requested to confer with the pastor from time to time regarding their plans and activities, and all matters of importance that affect the Church shall be presented to the Church for approval.
3. No outside society or organization shall be allowed to use the Church for a meeting place unless approved by the pastor and the board of deacons.
4. The chairman and the secretary of any Church sponsored organization must be a member of the Church and must be in good standing.

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ARTICLE XII: Constitutional Amendments/Additions

Section A: Amendments

Amendments to this constitution may be introduced through a formal motion by the deacons at any regular business meeting, but shall not be acted upon until the following regular business meeting, at which an affirmative vote of two-thirds majority of the members present at the meeting shall be required for acceptance; provided, however, that in the meantime the members have been duly informed of the proposed amendment. At no time may any amendment be adopted that would be contrary to historical Baptist beliefs and practices, or the Statements of Faith.

Section B: Additions

Any department of the Church may, upon approval of the Church, adopt a list of responsibilities more specifically defining the functions of the department.

ARTICLE XIII: PARLIAMENTARY PRACTICE

Section A: Rules & Procedures for Business Meetings

This congregation functions not as a pure democracy, but as a body under the headship of the Lord Jesus Christ and the direction of the pastor as the under-shepherd with the counsel of the board of deacons. Determinations of the internal affairs of this church are ecclesiastical matters and shall be determined exclusively by the church's own rules and procedures. The pastor shall oversee and / or conduct all aspects of this church. The board of deacons shall give counsel and assistance to the pastor as requested by him.

1. **MODERATOR:** The lead Pastor of the church will be the moderator of all business meetings. In the absence of the lead Pastor an Associate Pastor will act as moderator. In the absence of an Associate Pastor the chairman of the deacon board will act as moderator.
2. **VOTING:** Only members that are at least 18 years of age and who are physically present at a duly called meeting of the church shall be entitled to vote. There shall be no proxy or absentee voting. Members may not vote to initiate a church action, rather the vote of a member is to confirm and ratify the direction of the church as determined by the Pastor or the Boards of the church.
3. **MOTIONS:** Members who desire that a certain motion be made, or subject matter discussed during an annual, regular or special business meeting must file a written recommendation with the pastor or chairman of the deacons two weeks or more prior to the set meeting. The church leadership will then consider the proposal and proceed according to Biblical standards, their conscious, and what they understand to be in the best interests of the church.
4. **PROCEDURE OF BUSINESS MEETINGS:** Meetings will be run in logical flow. Business meetings may consist of motions, seconds, discussion, and a final vote.