



BEREAN

BAPTIST CHURCH

INTERNATIONAL FALLS, MINNESOTA

CONSTITUTION

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ARTICLE I: NAME

The name of this Church shall be **Berean Baptist Church** of International Falls, Minnesota. It was incorporated on December 15, 2004 in the State of Minnesota.

ARTICLE II: NAME / REGISTERED OFFICE

The corporation's office is located at 2602 Crescent Drive, International Falls, Minnesota, 56649

ARTICLE III: PURPOSE

Section 1: Authority

This Church is organized exclusively for charitable, religious, and educational purposes within the meaning of Section 501(c)3 of the Internal Revenue Code (or the corresponding provision of any future United States Revenue Law) including, but not limited to, for such purposes, the establishing and maintaining of religious worship; the building, maintaining and operating of churches, parsonages, schools, chapels, camps, radio stations, television stations, rescue missions, print shops, day care centers, nursing homes, cemeteries, and any other ministries that the Church may be led of God to establish.

Section 2: Scope

The Church shall also ordain and license men to the Gospel ministry; evangelize the unsaved by the proclaiming of the Gospel of the Lord Jesus Christ; educate believers in a manner consistent with the requirements of Scripture, both in Sunday and weekday schools of Christian education; maintain missionary activities in the United States and any foreign country; and engage in any other ministry that the Church may decide, from time to time, to pursue in obedience to the will of God.

Section 3: Generic References

For simplicity, all references in this document will be in the masculine gender unless stated otherwise. Therefore, references such as "man", "men", "brother" etc. are meant to include the feminine gender as well. However, this is not meant to infer that other masculine references, such as, but not limited to, those relating to the offices of pastor or deacon are meant to include the feminine gender, which is contradictory to our Biblical beliefs.

ARTICLE IV: CHURCH GOVERNMENT

Section 1: Congregational Rule

This Church acknowledges Jesus Christ as its only head and the Bible as its only infallible guide in matters of faith and government. Its government is invested in its assembled membership.

Section 2: Fellowship

The Church may fellowship with organizations of like faith and practice, but no rules or commitments shall be made to such bodies, which call for more than voluntary action on the part of the church.

Section 3: Officers' Responsibility

The pastors, deacons, treasurer and financial secretary of the Church, shall be the elected officers of the Church and, as servants of the church, are subject at all times to its corporate action. Due to his divine calling, the pastor, in the discharge of his pastoral duties, shall have freedom of action and ministry and be primarily accountable to God. In order to fulfill the requirements under MN Corporate Law for Non-Profit organizations, the President of the corporation shall be the Deacon Board Chairman, the Secretary of the corporation shall be the Deacon Board Secretary, and the Treasurer of the corporation shall be the Church Treasurer.

ARTICLE V: STATEMENT OF FAITH

Section 1: The Holy Scriptures

We believe the Holy Scriptures of the Old and New Testaments to be the verbally and plenary (completely) inspired Word of God and inerrant in the original writings. The sixty-six books of the Old and New Testaments are the complete and divine revelation of God to man and, therefore, are the final authority for faith and life. The Scriptures shall be interpreted according to their literal, contextual, grammatical, historical, and dispensational meaning. (II Tim. 3:16,17; II Pet. 1:20,21)

Section 2: The Godhead

We believe in the one Triune God, eternally existing in three persons -- Father, Son, and Holy Spirit, each co-eternal in being, co-identical in nature, co-equal in power and glory, and having the same attributes and perfections. (Gen. 1:1; Deut. 6:4; Matt. 28:19; John 10:30; Acts 5:3,4; II Cor. 13:14)

Section 3: The Person and Work of Jesus Christ

A. We believe that the Lord Jesus Christ, the eternal Son of God, became man without ceasing to be God, having been conceived by the Holy Spirit and born of the virgin Mary in order that He might reveal God and redeem sinful men. (Isa. 7:14; 9:6; Luke 1:35; John 1:1,2,14; II Cor. 5:19-21; Gal. 4:4,5; Phil. 2:5-8)

B. We believe that the Lord Jesus Christ accomplished our redemption through His death on the cross as a representative, vicarious, substitutionary sacrifice; and that our justification was made sure by His literal, physical resurrection from the dead. (Acts 2:18-36; Rom. 3:24,25; Eph. 1:7; I Pet. 1:3-5; 2:24)

C. We believe that the Lord Jesus Christ ascended to heaven and is now exalted at the right hand of God where, as our High Priest, He fulfills the ministry of Representative, Intercessor, and Advocate. (Acts 1:9,10; Rom. 8:34; I Cor. 15:1-4, 20-25; Heb. 9:24; I John 2:1,2)

D. We believe in the "blessed hope" - the personal, bodily, pretribulational, premillennial, and imminent return of our Lord and Savior Jesus Christ. (Matt. 24:44; John 14:1-3; I Thess. 4:14-18; Titus 2:11-13)

Section 4: The Person and Work of the Holy Spirit

A. We believe that the Holy Spirit is a person who convicts the world of sin, of righteousness, and of judgment; and that He is the Supernatural Agent in regeneration, baptizing all believers into the body of Christ, indwelling and sealing them unto the day of redemption. It is the privilege and duty of all the saved to be filled (submitted, controlled) with the Spirit. (John 16:8-11; Rom. 8:9; I Cor. 12:12-14; II Cor. 3:6; Eph. 1:13,14)

B. We believe that He is the Divine Teacher who assists believers to understand and appropriate the Scriptures. (I Cor. 2:9-16; Eph. 1:17-18; 5:18; I John 2:20, 27)

C. We believe that God is sovereign in bestowing spiritual gifts to every believer. God uniquely uses pastors and teachers to equip believers in the assembly in order that they can do the work of the ministry. (Rom. 12:3-8; I Cor. 12:4-11, 28; Eph. 4:7-12)

D. We believe that the sign gifts of the Holy Spirit - speaking in tongues and the gift of healing were temporary. We believe that speaking in tongues has never been a common or necessary sign of the baptism or filling of the Holy Spirit and that ultimate deliverance of the body from sickness or death awaits the consummation of our salvation in the resurrection, though God may choose to answer the prayers of believers for physical healing. (I Cor. 1:22; 13:8; 14:21,22)

Section 5: Creation

We believe in God's direct creation of the physical universe, all spirit beings, man, and lower forms of life, without the process of evolution, and that the early chapters of Genesis are literal and accurate history. God sustains all creation but exists in no necessary relationship to it. (Gen. 1, 2; Col. 1:15-17; John 1:3)

Section 6: Spirit Beings

We believe that God created an innumerable company of sinless spirit beings. One of these, though created holy by God, sinned through pride, thereby becoming Satan, the Devil, the enemy of his Creator, leading a host of angels in rebellion against God. Satan possesses immense power, but not infinite power, which he uses to thwart God's program and purpose on earth. He became the god of this age and the ruler of all the powers of darkness and is destined to the judgment of an eternal punishment in the lake of fire. (Ezek. 28:12-17; Matt. 25:41; II Cor. 4:3,4; Eph. 2:2; Heb. 12:22; Rev. 12:7-9; 20:10)

Section 7: Mankind

We believe that man was created in the image of God, that he sinned and thereby incurred not only physical death, but also spiritual death which is separation from God, and that all human beings are born with a sinful

nature and are now sinners by birth and by choice, positively inclined to evil, and therefore, under just condemnation to eternal ruin without defense or excuse. (Gen. 1:26,27; 2:17; Ps. 58:3; Rom. 1:20; 5:12-21; I Cor. 2:14)

Section 8: Salvation

A. We believe that salvation is the gift of God brought to man by grace and received by personal faith in Jesus Christ, whose blood was shed on Calvary for the forgiveness of our sins. (John 1:12; Eph. 1;7; 2:8-10; I Pet. 1:18,19)

B. We believe that all the redeemed are kept by God's power and are thus secure in Christ forever. (John 6:37-40; 10:27-30; Rom. 8:1, 38-39; I Cor. 1:4-8; I Pet. 1:4,5)

C. We believe that it is the privilege of believers to rejoice in the assurance of their salvation through the testimony of God's Word which, however, clearly forbids the use of Christian liberty as an occasion to the flesh. (Rom. 13:13,14; Gal. 5:13; Titus 2:11-15)

Section 9: Final Destinies

A. We believe in the bodily resurrection of all men, the saved to eternal life, the unsaved to judgment and everlasting punishment. (Matt. 25:46; John 5:28,29; 11:25,26; Rev. 20:5,6, 12,13)

B. We believe that at death the souls of believers in Christ immediately pass into His presence, and remain there until the resurrection of the body at the rapture when soul and body reunited shall stand before Christ to be judged of their Christian works for the giving of rewards; and they shall then be associated with Him forever in glory. (I Cor. 3:11-15; II Cor. 5:10; I Thess. 4:13-18)

C. We believe that at death the souls of unbelievers remain in conscious misery in a literal hell until the final resurrection at the end of the millennium for judgment; This judgment results in all unsaved being cast into the literal lake of fire, not to be annihilated, but to be punished with everlasting separation from the presence of the Lord and from the glory of His power. (Luke 16:19-26; II Thess. 1: 6-9; Rev. 20:11-15)

Section 10: The Local Church

A. We believe that the local church is a company of believers in Jesus Christ; baptized on an acceptable confession of faith; associated for worship, work, fellowship, observance of the ordinances, and the spread of the Gospel to all the world; and having two offices: pastor and deacon, which positions are to be held by men only. (Matt. 28:18-20; Acts 1:8; 2:41,42; 10:47,48; Phil. 1:1; I Tim. 2:12; 3:1-13; Heb. 10:25)

B. We believe that the establishment and continuance of local churches is clearly taught and defined in the New Testament Scriptures. (Acts 14:27; 20:17, 28-32; Titus 1:5-11)

C. We believe in the autonomy of the local church, free of any external authority or control. (Acts 13:1-4; 15:19-31; 20:28; Rom. 16:1, 4; I Cor. 3:9, 16; 5:4-7, 13; I Pet. 5:1-4)

Section 11: Ordinances

We recognize Water Baptism and the Lord's Supper as the Scriptural ordinances of obedience for the church in this age.

A. Water Baptism - We believe that immersion is the only form of baptism revealed and commanded in the Scriptures,; that it has no saving power, but is only for those who are already saved; and that the new birth, which comes through repentance and faith in the Lord Jesus Christ, is the Scriptural prerequisite to baptism;Therefore, only those who are old enough to believe for themselves can be baptized. (Matt. 28:19,20; Acts 2:38; 10:47,48; Rom. 6:3-5)

B. Lord's Supper - We believe that the Lord's Supper is a memorial of Christ's death and that only those who have been saved through faith in His atoning blood and are walking in obedient fellowship with Him ought to partake of it. We do not believe in closed communion. (Acts 2:41,42; I Cor. 11:23-32)

Section 12: Separation

We believe that separation is a doctrine as well as a practice and that the separation principle runs through the entire Bible. We believe that true spiritual fellowship is the result of common faith and practice. We believe there are several aspects of Biblical separation.

A. Political separation -- the separation of the church from the state. We believe that the church is not to become involved in politics. God controls the government to accomplish His will. However, it is the responsibility of the individual members of the church to be wise stewards of the opportunities God has given us to influence the government both on a local and federal level. We should be actively seeking to promote just and moral laws, and the leaders who will institute them, that will foster an environment conducive to accomplishing the purpose of the church. (Luke 20:25; Prov. 21:1; Luke 12:48)

B. Personal separation -- the separation of the believer from the world and sin in order to serve God. We believe that all the saved should live in such a manner as not to bring reproach upon their Savior and Lord. Therefore, personal separation involves a separation from acts of sin, the world system, heretics, and false teachers. (Josh. 24:15; Rom. 12:1,2; 14; II Cor. 6:14-7:1; Eph. 5:15-18; Titus 3:10; I John 2:15-17; 4:1; II John 10,11)

C. Ecclesiastical separation -- the separation of the church from apostasy. While recognizing the unity of all true believers, it is also evident that unbelief and error in many organized fellowships has developed to the point where recognized apostasy exists. We believe we are to reprove apostates rather than to receive or unite with them. We believe that loyalty to Christ also demands separation from those groups content to walk with or tolerate religious unbelief. (II Cor. 6:14-18; Eph. 5:11-15; II Tim. 4:2-4; II John 10,11)

D. Familial separation -- the separation of the believer from an erring brother, when doctrinal, moral, or ethical compromise creeps into his life or ministry. We believe that we must separate from those brethren who continue in disobedience to the Word of God. (Rom. 16:17; I Cor. 5:11; II Thess. 3:6,14,15)

Section 13: Missions

We believe that God has given the 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 and appropriate means to go to the foreign nations and not wait for them to come to us. (Matt. 28:19,20; Mark 16:15; Luke 24:46-48; John 20:21; Acts 1:8; II Cor. 5:20)

Section 14: Civil Government

We believe that God has ordained and created all authority consisting of three basic institutions:

- 1) the home
- 2) the church
- 3) the state.

Every person is subject to these authorities, but all (including the authorities themselves) are answerable to God and governed by His Word. God has given each institution specific biblical responsibilities and balanced those responsibilities with the understanding that no institution has the right to infringe upon the other. The home, the church, and the state are equal and sovereign in their respective biblically assigned spheres of responsibility under God. (Rom. 13:1-7; Eph. 5:22-24; Heb. 13:17; I Pet. 2:13,14)

Section 15: Giving

We believe that every Christian, as a steward of that portion of God's wealth entrusted to him, is obligated to support his local church financially. We believe that God established the tithe as a pattern for proportionate giving. Every Christian should give offerings sacrificially and cheerfully to the support of the local church, the relief of those in need, and the spread of the Gospel. (Gen. 14:20; Prov. 3:9,10; Acts 4:34-37; I Cor. 16:2; II Cor. 9:6,7; Eph. 4:28; I Tim. 5:17,18; I John 3:17)

Section 16: Moral Issues

A. Abortion - We believe that human life begins at conception and that the unborn child is a living human being. Abortion constitutes the unjustified, unexcused taking of unborn human life. Abortion is murder. We reject any teaching that abortions of pregnancies due to rape, incest, birth defects, gender selection, birth or population control, or the mental well-being of the mother are acceptable. (Job 3:16; Ps. 51:5; 139:14-16; Isa. 44:24; 49:1, 5; Jer. 1:5; 20:15-18; Luke 1:44)

B. Human sexuality - We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman. We believe that any form of homosexuality, lesbianism, bisexuality, bestiality, incest, fornication, adultery, and pornography, etc. are sinful perversions of God's gift of sex. (Gen. 2:24; 19:5,13; 26:8,9; Lev. 18:1-30; Rom. 1:26-29; I Cor. 5:1; 6:9; I Thess. 4:1-8; Heb. 13:4)

C. Divorce and remarriage - We believe that marriage is a divine institution and God intends marriage to last until one of the spouses dies. We believe divorce is a distortion of God's intention for marriage. Although divorced and remarried persons or divorced persons may hold positions of service in the local church and be greatly used of God for Christian service, they may not be considered for the offices of pastor or deacon. (Mal. 2:14-17; Matt. 5:31,32;

19:3-12; Rom. 7:1-3; I Tim. 3:2, 12; Titus 1:6)

Section 17: Authority of Statement of Faith

The Statement of Faith does 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 Statement of Faith accurately represents the teaching of the Bible and, therefore, is binding upon all members.

ARTICLE VI: MEMBERSHIP

Section 1: Qualifications

A. Procedure - Anyone desiring to unite with Berean Baptist Church must appear before the Deacon Board Membership Committee. Candidates must be examined and must have the unanimous approval of this committee to be recommended to the church. All candidates must appear before the Church and give public testimony except those candidates who are unable to so appear because of physical handicap. The pastor(s) and any eligible member of his family shall become members of Berean Baptist Church upon the acceptance of the call. New members may be brought into membership at any regular service of the Church.

B. Restrictions - No candidate can become a member who is a member of any secret society such as Communism, Masonry, etc., (John 18:20) or who is a member of any group that teaches or practices civil disobedience (Romans 13). No candidate can become a member if there are twenty-five (25) or more dissenting votes. Those that object must appear before the pastor, deacons, and the candidate to give just reason. If reasons are not justifiable, the deacons can recommend the candidate to the Church for membership and the Church can overrule the twenty-five (25) or more objectors.

Section 2: Composition

A. The membership of this Church shall consist of persons who have professed faith in the Lord Jesus Christ and have given evidence of regeneration and of conduct worthy of their profession,; whose convictions are in harmony with the faith and practice of this Church as set forth in the Statement of Faith,; and who have, after baptism by single immersion, been elected into membership of the Church.

B. All candidates shall be received on profession of faith. No member shall be received on the basis of a letter or transfer of membership from another church.

C. All candidates shall receive a copy of the church constitution and agree to submit to its authority when applying for membership.

D. When members, without just cause or reason satisfactory to the Deacon Board, shall fail to attend or manifest any interest in the church for a reasonable time period, they may be dropped from the membership in accordance with Article VII, Section 6, G, 3, d.

Section 3: Voting Members

Only members who have attained the age of 18 years shall be eligible to vote. All references in this document to voting members or members present and voting are construed to mean eligible voters who are at least 18 years old.

Section 4: Discipline

A. Introduction - Discipline is an essential requirement to being a true disciple of Christ (Matthew 16:24). It is a clear command of Christ to His church (Matthew 18:15-20). It was commanded and practiced by the apostles (I Corinthians 5). Therefore, as a matter of faith and conviction, discipline must be part of the ministry and practice of each local church. It is a matter of obedience to God, not convenience or preference. It is a necessary part of fulfilling our divine commission to disciple all nations (Matthew 28:19, 20).

B. Application - There are two general applications of discipline in the church.

1. Formative Discipline-- This refers to the public and private instruction of the Word of God and its application to daily life and public worship. This instruction is the responsibility of the Church as a whole, including both vocational and lay ministers (Ephesians 4:11-16). Certainly this application of spiritual discipline or teaching should be the most prevalent and common.
2. Corrective Discipline-- This refers to private and public confrontation of the offending member that may result in dismissal from membership. This becomes necessary when a member of the body of the Church fails to positively respond to the formative discipline of the Church.

C. Practice - Our practice of corrective discipline shall include the following:

1. Purposes: Our ultimate purpose in discipline is to glorify God by obeying His commands to practice discipline. Our specific purposes are established in the following texts:

- a. I Corinthians 5:4,5 - Restoration of the erring brother
- b. I Corinthians 5:6,7 - Preservation of the purity of the Church
- c. I Corinthians 6 - Maintenance of the testimony of the Church
- d. I Timothy 5:20 - Instruction of the Church

2. Process: In our process of dealing with spiritual offenses, we will conform to the pattern of Matthew 18:15-20. Whenever possible this process will include:

a. Private Reproof (Mt. 18:15). Whenever a sinful offense or unreconciled condition exists between two believers, the offended brother should speak with the erring brother privately in order to bring about reconciliation and restoration. If a stronger brother witnesses a weaker brother who is over taken by a fault he should seek to restore the brother in this manner (Galatians 6:1).

b. Private Confrontation (Mt. 18:16). If private reproof proves inadequate, the offended brother should confront the erring brother with one or two others (spiritually mature members of the Church family- Gal. 6:1) in order to

bring about reconciliation and restoration.

c. Public Announcement (Mt. 18:17a).

1) Deacon involvement- If the erring brother refuses to heed the advice given in the private confrontations above, then the matter will be taken to the deacons for their consideration.

2) Church awareness- The refusal of the erring brother to acknowledge his sin and repent, after the above steps, requires that the matter be brought before the Church to use its united endeavors to gain the brother (Gal.6:1,2; II Thess. 3:15).

d. Public Exclusion (Mt.18:17b). After the Church leaders and congregation have made efforts to bring the erring brother to repentance but are still unsuccessful, the erring brother must be excluded from Church membership. A Church hearing will take place at a special or regular administration meeting of the church. The member being considered for dismissal is permitted to attend and speak in turn. The decision of the membership by majority vote will be considered final. A dismissed member giving satisfactory evidence of being penitent may be restored under the provisions of Article VI, Sections 1 & 2.

e. The process of the steps above will continue even after a resignation is offered, if there is no evidence of true repentance.

f. This process will also be the pattern for dealing with personal disputes between members in harmony with I Corinthians 6:1-7. We believe that Christians are prohibited from bringing civil lawsuits against other Christians or the local church to resolve personal disputes. We believe the Church possesses the resources necessary to resolve personal disputes between members.

ARTICLE VII: OFFICERS AND SERVANT TEAMS

Section 1: Officers

The officers of this Church shall be the Senior Pastor, assisting pastors, deacons, treasurer, and financial secretary. The pastors are officers by virtue of their position. The treasurer and the financial secretary shall be elected by the members. The corporate president and secretary are deacons who shall be elected by the Deacon Board. The current list of officers and servant team members shall be posted on the church bulletin board soon after the annual meeting.

Section 2: Elected Servants

The elected servant of this church shall be the moderator.

Section 3: Qualifications for Officers

A. All officers of the Church shall be members of the Church. A non-member cannot serve in any elected or appointed capacity in this Church.

B. Any officer failing to attend three (3) successive meetings of the board to which he is elected, without

reasonable excuse, may be dismissed from that office at any Church administration meeting.

C. No member can become an officer unless he has been a member of the Church for at least one year except for pastors and assisting pastors.

D. No member shall be eligible to hold the position of officer unless he/she has reached the age of twenty-five (25) except pastors.

E. New officers shall assume their duties upon the closing of the annual or appropriate special administration meeting at which they were elected.

F. Whenever dismissal proceedings may be in order against any officer on grounds of proven immorality, heresy in doctrine, apostasy, or failure to properly attend his duty, he/she may be dismissed by a majority vote of the membership present and voting at an administration meeting.

Section 4: The Senior Pastor

A. Calling the Senior Pastor - Pulpit Committee: When a vacancy occurs in the Senior Pastorate, the Deacon Board shall elect a Pulpit Committee consisting of a total of four – two (2) deacons (the chairman and another) and two (2) male members of the church. The Deacon Board Chairman shall be the chairman of this committee. The sole duty of this committee shall be to seek a suitable pastoral candidate to present to the Church. The Pulpit Committee must approve a candidate by a three-fourths (3/4) vote before they present him to the Church. Any candidate recommended to the Church must then be approved by a three-fourths (3/4) vote of the members present and voting in order to be called. No other candidate may be presented to the Church until after the vote on the first candidate has been completed. The Deacon Board shall be responsible for pulpit supply during the vacancy of the Senior Pastor. The salary and benefits shall be agreed upon by the Church at the time of the election of a Senior Pastor.

B. Qualifications of the Senior Pastor

1. He shall be a Baptist minister, subscribing without reservation to the Statement of Faith as found in Article V of this Constitution. He must display personal qualifications for the office of Pastor as described in I Timothy 3:1-7; Titus 1:6-9.

2. He shall not be a member of any group or fellowship associated with spiritual compromise, such as the American Baptist Convention, National Council of Churches, National Association of Evangelicals, or any group connected with the Ecumenical Movement.

C. Duties of the Senior Pastor

1. He shall endeavor as a minister to hold forth the Word of Life as a faithful servant.

2. He shall have the general oversight of the spiritual life, regular services, and administration of the ordinances of the Church; he shall be an ex-officio member of all boards and Servant Teams connected with the Church or any of its organizations.

3. He shall be responsible to the Church for the administration, supervision and direction, programs and operation of the ministries and personnel including the assignment of positions and duties to the pastoral staff members and other employees.
4. He shall approve and invite only those guest speakers who subscribe without reservation to the Statement of Faith. Out of courtesy and when appropriate, he shall inform the Deacon Board when inviting outside speakers.
5. He shall approve all speakers for church-related organizations and ministries.
6. He shall act as moderator at all church administration meetings.

D. Termination or Dismissal of the Senior Pastor

1. The Senior Pastor shall be free to resign as he feels led of the Holy Spirit, but out of Christian courtesy he shall give at least thirty (30) days written notice to the Church and shall receive his salary for at least thirty (30) days. In the event of an abrupt resignation, he shall still receive 30 days' salary.
2. Whenever dismissal proceedings may be in order against the Pastor on grounds of proven immorality, heresy in doctrine, apostasy, or failing to properly attend his duties as Pastor of the Church, his services shall be terminated by a majority vote of the Church members present and voting. In the event the congregation votes the Pastor's services to terminate abruptly, the salary involved shall continue for thirty (30) days.

Section 5: Assisting Pastors

A. Calling Assisting Pastors - When the need for Assisting Pastors occurs, the Senior Pastor and the Deacon Board shall examine the candidates and, upon approval, present them to the Church. They shall be voted into office by a three-fourths (3/4) vote of the members present and voting at any church administration meeting. Their salary range shall be agreed upon at the time of election of Assisting Pastors, subject to budgetary constraints.

B. Qualifications of Assisting Pastors - Their qualifications must be the same as that of the Senior Pastor, as listed in Article VII, Section 4, B. They may include positions such as, but not limited to, Outreach, Youth, Music, School Principal, Financial Administrator.

C. Duties of the Assisting Pastors - The Assisting Pastors shall be responsible to the Church through the Senior Pastor. They shall be ultimately under the supervision of the Senior Pastor for their duties.

Section 5: Deacon Board

A. Composition - This Board shall be composed of a maximum of fifteen (15) members, one or more to be elected at each annual administration meeting to serve for a term of four (4) years. No deacon shall be eligible for re-election until the expiration of twelve (12) calendar months from the end of his term, unless he has been elected to fill an unexpired term that consists of two (2) or less years of service. The number of elected deacons per year will be determined by a twenty-five to one ratio. The office of a deacon can only be filled by biblically qualified men. If at such time Berean Baptist Church finds itself without any qualified deacons then the trustees will revert to the Pastor, financial secretary, and financial treasurer.

B. Qualifications - The qualifications of Deacons shall be those set forth in I Timothy 3:8-13 and Acts 6:1-6.

Therefore, no man can be elected to be a Deacon of this Church who is divorced or whose lifestyle does not meet the standards of the Church. He must also subscribe without reservation to the Statement of Faith as reflected in Article IV of this statement.

C. Structure

1. Officers: Chairman, Vice-Chairman, Secretary, Treasurer
2. Servant Teams: All standing Servant Teams shall be appointed by the Senior Pastor and Board Officers as soon as possible after the first meeting of the Deacon Board each fiscal year. The Servant Teams shall be House, Finance, and Membership.

D. General Duties

1. Elect their own chairman, vice chairman, secretary, and treasurer at their first meeting after the annual administration meeting.
2. Assist the Senior Pastor in promoting the spiritual welfare of the Church and in conducting the religious services and administering the ordinances.
3. Be responsible for speakers when there is no Senior Pastor.
4. Consider all applicants for membership before making recommendations to the Church.
5. Assist the pastoral staff in an annual Church membership review.
6. Be in charge of, all disciplinary measures in accordance with Article VI, Section 4.
7. Assist the pastoral staff in visiting the sick, distressed, and widowed members of the Church.
8. Administer, at their discretion, the Deacons' Fund of the Church.
9. Meet monthly, if possible.
10. Have a quorum of a majority of the total number of deacons presently serving the church for any administration meeting of the Deacon Board.
11. Approve the type of public assemblies on the Church property.
12. Hold in trust and oversee the Church property; keeping it in good repair.
13. May not alter or make any major changes to the Church property without Church consent.
14. May not purchase, sell, mortgage, or encumber any real property belonging to the Church or use in any way money, real estate, or personal property outside the limitations of the budget without written Church authority given at a regular or special administration meeting.
15. Be responsible for the engagement and dismissal of all paid employees except as herein otherwise noted.
16. Be further governed in their duties and responsibilities by the Church Charter of Incorporation. They are responsible to the Church at all times and in all matters.

E. Financial Duties

1. Review the general financial affairs and ensure that the Treasurer and Financial Secretary are maintaining fiscal responsibility and integrity.
 - a. Monthly review of financial data with the Treasurer, to the extent possible.
 - b. Ensure that the Church's budget is not being exceeded, to the extent possible.
 - c. Bring any disbursements to the Church that are not within the limits of the Church budget.
 - d. Approve the hiring of any individual, which increases the present budget limit for a particular category.

- e. Approve any special or restricted funds, which are to be kept separate from the regular fund.
- f. Ensure that internal controls exist in the financial area.
- g. Meet with the Treasurer when requested by either the Deacon Board or the Treasurer for any major financial items or policies for which there is concern by either party.
- h. Report to the Church any occasions of irregularities by the Treasurer or any others in the financial area.

2. Assist the Treasurer in any areas of finances upon request by the Treasurer.

3. Assist the Finance Servant Team count offerings upon request.

4. Serve as members of the annual Budget Committee.

5. Administration of Special Funds

- a. The Deacon Board Treasurer shall administer these for the relief of the needy of the Church and community.
- b. Financial aid for widows will be administered in accordance with I Timothy 5:3-6.

F. Duties of Board Officers

1. Chairman

- a. Be the President of the Non-Profit Corporation.
- b. Chair all meetings of the Deacon Board.
- c. Appoint all committees.
- d. Is ex-officio member of all committees, yet no permanent member of any committee.
- e. Is responsible that the Deacon Board carries out their Constitutional duties.
- f. Be the Deacon Board Spokesman at all Church administrative meetings.

2. Vice-Chairman

- a. Act as Chairman in his absence.
- b. Assist Chairman in all duties.
- c. Develop and execute the communion-serving roster.

3. Secretary

- a. Shall be the Secretary of the Non-Profit Corporation.
- b. Keep an accurate account of all Deacon Board meetings, regular and special.
- c. Keep an accurate record of all Church administration meetings, annual and special.
- d. Provide a copy of minutes of all deacons meetings to all Deacons and the Senior Pastor in a timely manner.
- e. Forward all minutes and other records to the pastor's secretary for central filing when applicable.

4. Treasurer

- a. Responsible for the Deacons' Fund and keeps an accurate record of this fund.
- b. Dispense gifts from the Deacons' Fund as directed.

G. Duties of the Servant Teams

1. House Committee

a. Responsible for all Church property including:

- i) Care and maintenance.
- ii) Periodic inspection throughout each fiscal year for capital and maintenance items.
- iii) Work within the budget to keep the physical plant in order.

b. Ensure that the custodial duties are performed.

c. Give approval for all Church property or equipment that leaves the building.

d. Implement and oversee a security procedure for the church.

- i) To see that the facilities and people are safe during Church services.
- ii) To minimize disturbances to the service.
- iii) To ensure compliance with fire codes.
- iv) To oversee and maintain security schedules for regular and special Church services.

e. Involve one or more members of the Servant Team in all building or renovation projects.

f. Keep Deacon Board informed of all Servant Team activities, both current and proposed, and bring recommendations to the Deacon Board.

2. Finance Servant Team

a. Deposit the Church offerings at the bank.

b. Administer the envelope system of giving in cooperation with the Financial Secretary.

c. Meet with the Financial Secretary and Treasurer monthly, if possible, to discuss finances and to review budget income and expenses.

d. Participate as members of the Budget Committee.

3. Membership Committee

a. Interview all candidates for membership, examining them for the following:

- i) A genuine salvation experience.
- ii) The need for baptism by immersion.
- iii) Agreement with the Statement of Faith as contained in this Constitution for those of age.
- iv) Understanding the Constitution and the practices of the Church for those of age.
- v) Willingness to place themselves under the authority of the Church in accordance with God's Word.

- b. Recommend to the Church all approved candidates for membership upon public profession of faith and baptism, if required.
- c. Maintain a list of widows in need.
- d. Maintain a list of members and recommend dismissal from membership those who continue to be absent from services.
- e. Arrange for visiting those members whose attendance has become irregular or has ceased altogether to exhort them not to forsake the assembly of the saints.
- f. Whenever possible, visit those members who are undergoing Church discipline.
- g. Recommend to the Deacon Board, with the Senior Pastor's concurrence, members who are to be brought before the Church for removal from membership.

Section 7: Church Treasurer and Financial Secretary

The Treasurer and Financial Secretary shall be elected by the members of the Church.

A. Treasurer

1. Shall be the Treasurer of the Non-Profit Corporation.
2. Shall be responsible disbursing and overseeing accounts payable
3. Shall have check-signing authority.
4. Shall give a monthly report to the deacon Board Chairman.
5. Shall give quarterly reports of spending to the members.
6. Shall give an annual report of spending to the members.

B. Financial Secretary

1. Shall be responsible for preparing deposit slips for offerings.
2. Shall oversee accounts receivable.
3. Shall have check signing authority.
4. Shall give a monthly report to the Deacon Board Chairman.
5. Shall give quarterly reports of giving to the members.
6. Shall give an annual report of the yearly total giving to the members.

ARTICLE VIII: MISSIONS

Section 1: Policy

It shall be the Church's policy to proclaim the Gospel and to support only missionaries engaged in evangelization and in establishing New Testament churches. They shall be in hearty agreement with the Church's Statement of Faith, both in doctrine and in practice. (Acts 1:8; Matthew 28:19-20).

Section 2: Associations

No missionary or mission board that is a member of the American Baptist Convention, the National Council of Churches, or any group connected with the Ecumenical Movement shall be supported by this Church.

Section 3: Approval

Any mission or missionary shall be approved by the Church before receiving support.

ARTICLE IX: MEETINGS

Section 1: Worship

The Church shall meet, if possible, every Lord's Day Sunday morning and evening, for public worship and at least once a week for prayer, and at such times the Senior Pastor recommends for religious purposes.

Section 2: Sunday School and Adult Bible Fellowships

The Sunday Schools and Adult Bible Fellowships shall meet every Sunday, if possible, for the study of the Bible and shall be under the supervision of an Assistant Pastor. If there is no assistant pastor, the Senior Pastor shall appoint a man to oversee these ministries.

Section 3: Annual Administration Meeting

The annual administration meeting shall be held on any day, between January 1 and February 15 each year. Notice shall be posted and/or announced two weeks before the annual meeting. At that time written reports of the previous year shall be given by the various ministries as requested by the Pastor and the Deacon Board. The Church Treasurer will present and review the Financial Report at the annual administration meeting.

Section 4: Special Administration Meetings

Special administration meetings may be called by the Senior Pastor, Deacon Board, or by written request to the Deacon Board Secretary by no less than seven (7) voting members. Notice shall be posted and/or announced two weeks before any special administration meeting is held. Each item to be acted upon at a special administration meeting shall also be announced from the pulpit whenever possible. No other item can be transacted unless a two-week notice has been given for a special administration meeting.

Section 5: Quorum

When an annual administration meeting or a special administration meeting has been called according to Article IX, Sections 3 and 4, a quorum shall be at least one-fourth (1/4) or 25% of the voting members.

(a) Except as provided in paragraph (b), a quorum is necessary for the transaction of business at a meeting of members. If a quorum is not present, a meeting must be adjourned.

(b) If a quorum has been present at a meeting and members have withdrawn from the meeting so that less than a quorum remains, the members still present may continue to transact business until adjournment.

Section 6: Order of Administrative Meetings

The intent of all administration meetings will be that the majority rules and that the minority is given an opportunity to be heard. Therefore, the parliamentary procedure to be followed during such meetings will be the current edition of "The Standard Code of Parliamentary Procedure" by Alice Sturgis as a general pattern, without over-emphasizing minor technicalities. All matters of disagreement over motions, seconds, procedures, lengths of discussion, etc. shall be decided by majority vote of the church. All items to be discussed at any meeting must first have a motion and then a second in order to be discussed. All matters are then passed by a majority vote, except where otherwise indicated in the Constitution. All votes shall be announced at the meeting and recorded in the minutes.

ARTICLE X: ORDINANCES

Section 1: Lord's Supper

The Ordinance of the Lord's Supper shall be regularly observed by the Church on a monthly basis. The Senior Pastor has the discretion to schedule the Lord's Supper and the Deacons' Fund offering during any service times or days.

Section 2: Baptism

The Ordinance of Baptism shall be administered upon request, according to Article VI.

ARTICLE XI: COMMITTEES

Section 1: Pulpit Committee

(See Article VII, Section 4, A)

Section 2: Nominating Committee for Officers

A. Purpose - To recommend to the Church at least one or more candidates for each vacant office.

B. Process - The Nominating Committee shall be appointed by the Deacon Board two months prior to the annual Administration Meeting. The names of the Nominating Committee members shall be posted on the bulletin board of the Church. The Nominating Committee shall post its report on the Church bulletin board no later than fifteen (15) days prior to the election at the annual administration meeting. This committee shall dissolve upon completing its task.

C. Members - The members shall consist of the Pastor, Deacon Board Chairman, one other Deacon, and three (3)

members of the Church not in the immediate families of any Church officer.

D. Vacancies - In case of any vacancy of Church officers during the year, the Deacon Board shall appoint a special nominating committee. This committee shall dissolve upon completing its task.

ARTICLE XII: ORGANIZATIONAL MINISTRIES

Section 1: Sunday School and Adult Bible Fellowships

A. Purpose The Sunday Schools (children and youth) and the Adult Bible Fellowships (adults) are a teaching arm of the Church ministry to provide further instruction in the Word of God.

B. Organization

1. It shall be a Church ministry under the jurisdiction of a male member appointed by the Senior Pastor.
2. Teachers must be members of the Church (or approved outside teachers) and shall be appointed by the appropriate member in charge of Christian Education subject to approval by the Senior Pastor in accordance with Article VII, Section 4,C,5.

Section 2: Youth Ministry

A. Purpose - The young people's groups involve a variety of activities for spiritual growth, outreach, and recreation.

B. Organization

1. They shall be a Church ministry under the jurisdiction of a male member appointed by the Senior Pastor.
2. All outside speakers shall be approved by the appropriate member in charge of Christian Education subject to approval by the Senior Pastor in accordance with Article VII, Section 4,C,5.

Section 3: Ushers

A. Purpose - Assist seating members; collect offerings; and provide assistance and security in emergency situations.

B. Organization

1. The head usher of the Church shall be a male member appointed by the Deacon Board as soon as possible after the annual administration meeting.
2. The head usher shall report periodically to the Deacon Board about any concerns.

Section 4: Other Ministries

A. Existence - The Church has the right under the authority and direction of the Senior Pastor to enable any other ministries to exist which have a spiritual purpose. Such ministries include, but are not limited to, Bible Studies,

Music Ministries, Sportsmen's Fellowship, Ladies' Fellowship, Seminars, Newsletters, Programs, Banquets, etc.

B. Accountability - All such ministries will always be accountable to the Church through the Senior Pastor with respect to their programs, operations, and choice of speakers. All finances are to be accountable through the Church Treasurer within the unified budget system.

ARTICLE XIII: LICENSING AND ORDINATION

Section 1: Licensing

Since it is the Church's hope that Spirit-filled men will be called out from among itself to proclaim the Gospel of the grace of God, such men may be given a commission to preach and to administer the ordinances. A license may be issued by a three-fourths (3/4) vote of the members present and voting at any administration meeting, provided the Pastor and the Deacon Board approve that the candidate has the Scriptural qualifications, suitable gifts, necessary training, and the blessing of God upon his public ministry.

Section 2: Ordination

When the church decides that one of its candidates possesses the Scriptural qualifications for ordination, the church shall call a council of ministers and brethren to examine the qualifications of the candidate and to recommend him to the Church. After due consideration of the council's recommendation, the Church shall vote on whether to decide to ordain the candidate by a three-fourths (3/4) vote of the members present and voting at any administration meeting.

Section 3: Women Candidates

The Church believes that the Scriptures teach that women should not be ordained to the ministry; therefore, the Church shall not endorse such applications (I Timothy 2:12).

ARTICLE XIV: FINANCES

Section 1: General

The program of this Church shall be supported by the tithes and offerings of the members of the Church; certain Church ministries may be fully or partially supported by fees charged for tuition, programs, merchandise, trips, events, etc. The Church shall not violate Scripture in any methods for raising funds. Therefore, all methods for raising funds must be thoroughly reviewed and approved in advance by the person responsible for the affected Ministry, the Senior Pastor and the Deacon Board. All ministries are subject to the same controls and procedures relating to the accounting for funds under the unified budget system.

Section 2: Budget

A. The budget will be a general fund budget and will include all ministries of Berean Baptist Church. The budget is a unified system with departments.

- B. The format will be determined by the Finance Servant Team.
- C. It will be presented to the Church at the annual administration meeting for approval by the members.
- D. The financial officers of the Church will be granted permission to spend funds between February 1st and the annual administration meeting in harmony with the proposed annual budget.

Section 3: Assets

Only the Church at a regular or special administration meeting has the authority to purchase, sell, mortgage, or encumber any real estate belonging to the Church.

Section 4: Special Funds

Any special fund proposed by any organization of the Church shall be established only if approved by the Deacon Board. These funds shall be kept by the Financial Secretary and shall be separate from the organizational treasuries, with the exception of the Deacons' Fund.

Section 5: Designated Contributions

On occasion the Church, in the exercise of its religious, educational and charitable purposes, may establish special funds to accomplish specific goals. Contributors may also suggest uses for their contributions, but all suggestions shall be deemed advisory rather than mandatory in nature. In order to protect the validity of the annual budget, all contributions made to special funds or otherwise designated shall remain subject to the exclusive control and approval of the Deacon Board. It is also intended that any designated contributions by members be above their tithes and offerings. The Church shall be under no legal obligation to use any designated contribution made to the Church or its ministries other than to use the contribution for the general furtherance of any of the purposes stated in Article III, Section 1.

Section 6: Unbudgeted Expenditures

Any expenditures not authorized in the annual budget must be presented to the Church for approval.

Section 7: Fiscal Year

The fiscal year shall be January 1 – December 31.

ARTICLE XV: AMENDMENTS

This Constitution may be altered or amended at any legally called meeting of the Church by a three-fourths (3/4) vote of the members present and voting, providing the notice of such alterations or amendments is presented to the church in written form at least one month before action is taken.

ARTICLE XVI: TAX EXEMPT PROVISIONS

As a tax exempt organization under Section 501(c)3 of the Internal Revenue Code, the Church must comply with the following provisions:

Section 1: Private Inurement

No part of the net earnings of the Church shall inure to the benefit of or be distributable to its members, trustees, officers, or other private persons, except that the Church shall be authorized and empowered to pay reasonable compensation for the services rendered and to make payments and distributions in furtherance of the purposes set forth in Article III, Section 1 thereof.

Section 2: Political Involvement

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

Section 3: Dissolution

Upon the dissolution of the Church, the Deacons shall, after paying or making provision for payment of all the liabilities of the Church, dispose of all of the assets of the Church to another independent Baptist Church organized and operated exclusively for religious purposes as shall at the time qualify as an exempt organization under Section 501(c) 3 of the Internal Revenue Code (or the corresponding provision of any future United States Internal Revenue Law), as the Deacons shall determine. Assets may be distributed only to organizations which agree with this Church's Statement of Faith. This intent has been filed in accord with Minnesota Statutes, Chapter 317A, December 2004.

Section 4: Racial Discrimination

The Church shall have a racially non-discriminatory policy and therefore shall not discriminate against members, applicants, students, and others on the basis of race, color, national, or ethnic origin.

ARTICLE XVII: BIBLE VERSIONS

The King James translation, being a careful translation, is the English text recommended by Berean Baptist Church and its organizations in the public proclamation and memorization of God's Word.