

# King's Grant Baptist Church

Changes ratified by vote on 12-03-23

## Constitution

We declare and establish this Constitution for the preservation and security of our faith, and to ensure that this body may be governed in an orderly manner. This Constitution will preserve the liberties of each individual member of this Church and the freedom of action of this body in its relation to other churches.

### ARTICLE I. Name

This body shall be known as King's Grant Baptist Church of Virginia Beach, Virginia.

### ARTICLE II. Statement of Faith

We believe that there is one, and only one, true and living God. He subsists in three persons: the Father, the Son and the Holy Spirit.

We believe that the Scriptures of the Old and New Testaments are the Word of God, given by inspiration, and are the only rule of faith and practice.

We believe that the Lord Jesus is the head of the Church, which is to be composed of all true disciples, and in Him is vested all power for its government.

We believe that the local church is a congregation of baptized believers voluntarily united for the purpose of worshipping God and promoting the cause of the Gospel.

We believe that the ordinances required of the Church are those of Baptism and the Lord's Supper.

### ARTICLE III. Covenant

As we trust we have been brought by Divine Grace to embrace the Lord Jesus Christ, and by the influence of His Spirit to give ourselves up to Him, so we do now solemnly covenant with each other that, God enabling us, we will:

- walk together in brotherly love;
- exercise a Christian care and watchfulness over each other, and faithfully warn, rebuke, and admonish one another as the case shall require;
- not forsake the assembling of ourselves together, nor omit the great duty of prayer, both for ourselves and for others;
- participate in each other's joys, and endeavor, with tenderness and sympathy, to bear each other's burdens and sorrows;
- earnestly endeavor to bring up such as may be under our care in the nurture and admonition of the Lord;
- seek Divine aid to enable us to walk circumspectly and watchfully in the world, denying ungodliness and every worldly lust;
- strive together for the support of a faithful evangelical ministry among us;
- endeavor by example and effort to win souls to Christ;
- through life, amidst evil report and good report, seek to live to the glory of Him who hath called us out of darkness into His marvelous light.

“May the God of peace, who through the blood of the eternal covenant brought back from the dead our Lord Jesus, that great Shepherd of the sheep, equip you with everything good for doing his will, and may he work in us what is pleasing to him, through Jesus Christ, to whom be glory for ever and ever. Amen.” Hebrews 13:20-21 (NIV)

## **ARTICLE IV. Character of the Church**

### Section 1

#### Polity

The government of this church is vested in this body of baptized believers. It is subject to the control of no other ecclesiastical body, but it recognizes and sustains the obligations of mutual counsel and cooperation which are common among Baptist churches. Insofar as practical, King's Grant Baptist Church will cooperate with and support:

- The Bridge Network of Churches
- Baptist General Association of Virginia
- Southern Baptist Convention
- Cooperative Baptist Fellowship
- Baptist World Alliance

### Section 2

#### Doctrine

This church receives the Scriptures as its authority in matters of faith and practice. Its understanding of Christian truth is as contained therein.

## **ARTICLE V. Membership**

### Section 1

#### Admission into Membership

Persons may be admitted into membership by:

1. **Baptism:** Persons professing faith in the Lord Jesus may be received after being immersed in accordance with our Savior's command.
2. **Letter:** Immersed members of other Baptist churches of like faith and order may be admitted after receipt of a letter of transfer.
3. **Experience:** Immersed members of any other church may be received without a church letter, upon a statement of their belief in Jesus Christ as their Lord and Savior.
4. **Restoration** after having been removed from the rolls.

### Section 2

#### Acknowledgment of Membership

Persons shall be received into the church membership by a majority of the church membership present and voting.

### Section 3

#### Duties of Members

Every member is expected to be faithful in all duties essential to the Christian life, and also to attend the services of this church, give regularly to its support and causes, and share in its organized work.

#### Section 4

##### Privileges of Members

All members of the church shall have equal rights and privileges in all church matters and may speak and vote (except those under sixteen (16) years of age) upon all questions during business meetings.

#### Section 5

##### Termination of Membership

Membership shall be terminated in the following ways:

1. Death
2. Transfer to another Baptist church.
3. Affiliation with a church of another faith or denomination.
4. Exclusion by action of this church. (Should a member's deportment become offensive to the church by reason of immoral or unchristian conduct, the member shall be counseled by the pastor and/or deacons according to the Scriptural teachings of Matthew 18: 15-17).
5. Removal from rolls upon receipt of request from member.

### **Article VI. Officers**

#### Section 1

##### Church Officers

The Church Officers shall be members and shall consist of a Pastor, Ministerial Staff, Deacons, Trustees, Treasurer, Assistant Treasurer, Church Clerk, Director(s) and Division Directors of the Sunday School, and Director of Discipleship Ministry, all of whom shall be elected by the church.

#### Section 2

##### Election of Officers

All stated officers of the church except the Pastor, Ministerial Staff, Deacons and Trustees shall be elected annually for a term of one year.

#### Section 3

##### The Pastor

1. Election of Pastor: The Pastor shall be selected and called by the church whenever a vacancy occurs. The election shall take place at a special business meeting. A Pastor Search Committee shall bring to the consideration of the church only one candidate at a time, and their recommendation shall constitute a nomination. Election shall be by private ballot. A three-fourths vote of those members present and voting shall be necessary to elect. The Pastor thus elected shall, if he accepts the election and call, serve indefinitely at the will of the church, or until the relationship is terminated by mutual consent. Both the pastor and the church shall seek at all times to follow the will of God and the leadership of the Holy Spirit.

2. Should any circumstances arise that would make it necessary for the church to seek to relieve the pastor, the matter shall be brought to the attention of the church at a business meeting, and shall be required to lay on the table for a period of at least thirty days.
3. Should a termination occur, the pastor should be compensated with at least one (1) month's salary.
4. The pastor is a non-voting member of all committees and organizations of the church, with the exception of the Personnel Committee where he participates except in matters relating to the office and duties of the Pastor. He serves as Chairman of the Church Council and as Moderator of all Church business meetings.

#### Section 4

##### Ministerial Staff

The area of responsibility shall be defined by the office description at the time of their call. They shall serve in harmony with, and support of, the Pastor and the church. They shall serve indefinitely at the will of the church, or until the relationship is terminated by mutual consent. Ministerial Staff shall serve as non-voting members of committees related to their area of responsibility and to such committees as they may be assigned. They shall serve as members of the Church Council.

#### Section 5

##### Deacons

1. The Deacons shall have general oversight in the spiritual matters of the church, assist with the communion service, visit the sick, and relieve the distressed as far as is in their power.
2. The Deacons shall assist with matters involving the orderly operation of the church not specifically herein designated to other officers or committees.
3. The term of office for the Deacons shall be three (3) years with one-third of the total number elected each year at the August business meeting. A Deacon may hold office no longer than one three-year term. After a lapse of at least one (1) year, a deacon may be re-elected for additional terms. The number of Deacons shall be determined by the ratio of one (1) Deacon for every twenty-five (25) resident members.
4. The Deacons shall annually elect among themselves a Chairman, Vice-chairman, Secretary, Representative to the Finance Committee, Representative to the Personnel Committee, and such other officers as are necessary to function properly.

#### Section 6

##### Trustees

1. The church shall have not less than three (3) Trustees, elected by the church and properly qualified before the court. Their term shall be for life or until removal or resignation. These Trustees shall act as the legal representatives of the church as a corporate body. They will hold title to the church property, but shall have no power to buy, sell, mortgage, lease or transfer any property without the specific vote of the church authorizing such action, and shall execute all required documents as directed by the church. They shall have no policy-making power.
2. The Trustees shall elect such officers among themselves as are necessary.

## Section 7

### Director(s) and Division Directors of the Sunday School

The election of the Director(s) of the Sunday School shall be held at the June business meeting. Once elected, the Director(s) shall work with the Nominating Committee for selection of all workers within the Sunday School with nominations being presented at the August business meeting. Any person elected to a teaching responsibility shall be a member of King's Grant Baptist Church, shall have demonstrated faithful attendance and the spiritual qualities befitting a church leader, and shall accept the responsibilities of teaching spiritual character by example. No member who is absent at the time of election may be placed in nomination unless that member has been personally contacted.

The Sunday School Director(s) shall work with the Division Directors in every phase of Sunday School to increase its effectiveness and scope in the teaching of the Bible, including the appointment of necessary committees or teams. The Director(s) shall serve as a member of the Finance Committee and the Church Council.

Division Directors shall work with the Sunday School Director for enlisting and securing teachers and volunteers in their departments help communicate overall Sunday School goals, objectives and events to their department volunteers, and provide department specific training during each Sunday School Training event.

## Section 8

### Director of Discipleship Ministry

The election of the Director of Discipleship Ministry shall be held at the June business meeting. Once elected, the Director shall work with the Discipleship Ministry Team for selection of all workers within the discipleship program. Any person selected to a teaching responsibility shall be a member of King's Grant Baptist Church, shall have demonstrated faithful attendance and the spiritual qualities befitting a church leader, and shall accept the responsibilities of teaching spiritual character by example.

The Director of Discipleship Ministry shall plan, promote and implement an active Adult discipleship program. The Director shall work with the Discipleship Ministry Team for the selection of all classes and teachers in the Discipleship Ministry, and shall serve as a member of the Church Council.

## Section 9

### Church Clerk

The church shall elect a clerk who shall keep a record of the actions of the church. The Clerk is responsible for keeping a register of the names of the members, dates of receptions, and record of baptisms, dismissals, or death, and issuing letters of dismissal as voted by the church. The Clerk shall preserve on file all communications and official reports and give notice of all meetings when notice is necessary. At the August business meeting, the Clerk shall present a resume of the work of the church. All church records are church property and shall be filed in the church office. The Clerk shall serve as a member of the History Committee and as Secretary on the Church Council.

## Section 10

### Church Treasurer and Assistant Treasurer

The Treasurer shall pay all bills of the church authorized by the church budget or the Finance Committee. The Treasurer shall receipt all monies for deposit to the church account, keep a true and faithful account of all monies received and disbursed, and report the same to the church at the quarterly business meetings. The Treasurer shall make regular reports to the Finance Committee. The Assistant Treasurer shall act in the Treasurer's absence.

## Section 11

### Church Council

The Church Council shall be composed of the Pastor, Chairman and Vice-Chairman of the Deacons, Church Clerk, Sunday School Director(s), Director of Discipleship Ministry, and Ministerial Staff. The Council shall meet to unify and coordinate the work of the church. The Council shall review an annual church calendar and shall recommend scheduling of activities and programs not included in the calendar. The Council shall act in an advisory capacity only, making its recommendations to the church staff and, when appropriate, to the church. The Pastor shall serve as the Chairman and Church Clerk as Secretary.

## Section 12

### Vacancies

Should any vacancy occur in any elective office, it shall be the duty of the church to fill the vacancy for the unexpired portion of the term.

# BY-LAWS

## ARTICLE I. Committees

### Section 1

#### Standing Committees

All Standing Committee members shall be members of the church. They shall be elected at the August business meeting for a term of one (1) year and a member shall not hold office for more than five (5) years in succession. No more than 50% of the Committee shall rotate during any year.

1. The Auditing Committee shall consist of not less than three (3) members and shall audit the Treasurer's books of all organizations of the church as of the close of the church fiscal year, September 30. The condition of the books shall be reported to the church at the December business meeting. The Committee shall elect one (1) representative to serve as a member of the Finance Committee.

2. The Constitution and By-Laws Committee shall consist of not less than three (3) members and shall review periodically and as necessary the existing Constitution and By-laws. The Committee shall review any suggested changes and recommend any changes it deems necessary to meet the needs of the church.

3. The Finance Committee shall consist of: Church Treasurer; Sunday School Director(s); one representative each from the Trustees, the Deacons, and the Auditing Committee; and not less than two (2) representatives from the congregation at large to be nominated by the Nominating Committee. The representatives from the Trustees, Deacons, and Auditing Committee shall be selected as the respective organizations deem appropriate. The Chair of the Finance Committee shall be nominated by the Nominating Committee.

It shall be the duty of this Committee to prepare and submit a church budget at the August business meeting. The Committee shall administer all monies contributed for the support of the church in accordance with the budget. The Committee shall receive all gifts/properties donated to the church and shall make recommendations concerning their use/disposal. All requests for special offerings and non-budgeted expenditures and other matters pertaining to the finances of the church shall be presented to this Committee for consideration and recommendation to the church. The Committee shall recommend priorities, if and when necessary. Attendance of five (5) members shall constitute a quorum for conducting business.

4. The Missions Committee shall consist of not less than six (6) members. The Committee shall investigate, recommend and coordinate mission projects of the church.

5. The Nominating Committee shall consist of not less than seven (7) members from the congregation at large. The Committee shall nominate candidates for all standing committees, and shall nominate all elected officers except the Pastor and Ministerial Staff. The Committee shall present the nominations at the appropriate business meeting.

It is the responsibility of this Committee to contact all prospective nominees. The Committee shall also suggest nominees to fill vacancies during the church year. The Committee shall ensure that Ministry Team Coordinators are in place for those ministry teams that are necessary to meet the needs of the church. The Committee shall, when necessary, assist the Ministry Team Coordinators in the recruitment of ministry team members.

6. The Personnel Committee shall consist of not less than seven (7) members: one representative from the Deacons and six (6) members from the congregation at large. This Committee shall assist the church in matters relating to personnel. The Committee shall counsel with the Pastor, Ministerial Staff, and other employees to encourage and support effective communication and relationships among the Pastor, Ministerial Staff, employees and church. The Committee shall recommend to the church all Ministerial Staff, with the exception of the Pastor, and shall have authority to hire all other employees.

7. The Tellers Committee shall consist of not less than three (3) members. The Chair shall be nominated by the Nominating Committee. The Committee shall be responsible for securing, training and scheduling of Tellers to count all monies received by the church and to deposit same in the proper bank.

## Section 2

### Pastor Search Committee

1. Whenever a vacancy occurs or the church has been notified in writing of an impending vacancy, the Nominating Committee shall nominate for election by the church membership, a committee of seven (7) members who are representative of the congregation.
2. Whenever a vacancy occurs the Pastor Search Committee shall supply the pulpit of the church, until a new pastor is called, with a speaker or speakers who are in harmony with the Statement of Faith and the Covenant.
3. The Finance Committee shall provide budgetary funds for necessary expenses in connection with securing a pastor.
4. The Pastor Search Committee shall search for a pastor. The presentation of a candidate to the membership constitutes a nomination.

## Section 3

### Other Committees

The church may create other committees as needed without constitutional amendment.

## **ARTICLE II. Ministry Teams**

### Section 1

#### Definition

Ministry teams are small groups of non-elected volunteers who are organized around a specific church-supported ministry service area. Led by a Ministry Team Coordinator, any church member or non-member may serve on one or more teams for any length of service.



## Section 2

### Responsibilities

Any church member may establish a new ministry team for a specific ministry service area by volunteering to be the Ministry Team Coordinator and by obtaining the approval of the Pastor. The Ministry Team Coordinator shall recruit team members, establish minimal guidelines as needed, and direct the performance of the team. Assistance in recruitment of team members may be requested from the Nominating Committee when necessary. Team members shall follow the guidelines and support the leadership of the Ministry Team Coordinator.

## Section 3

### Accountability

Ministry teams are expected to reflect and preserve the principles of the church. There shall be maintained in the Church Office a current listing of ministry teams and the names of the Ministry Team Coordinators. This list shall be distributed annually to the congregation at the August business meeting.

## **ARTICLE III. Meetings**

### Section 1

#### Regular Business Meetings

The church year ends September 30. The quarterly business meetings shall be held the first (1<sup>st</sup>) Sunday of March, June and December and the last Sunday of August. The presentation of the budget and the recommendations of the Nominating Committee for the approaching year shall be made at the August business meeting. The Church Clerk shall present the annual report of the church at the December business meeting.

### Section 2

#### Special Business Meetings

Special business meetings may be called by the pastor, a majority of deacons, or a quorum of members, after one week's notice.

### Section 3

#### Quorum

Attendance of 25 active church members shall constitute a quorum for any business meeting of the church.

### Section 4

#### The Lord's Supper

The ordinance of the Lord's Supper shall be observed by the church on the first Sunday of each month, or at such times as the deacons may determine.

## **ARTICLE IV. Meeting Procedure**

### Section 1

#### Moderator

1. The Pastor of the church shall act as Moderator of all church business meetings, or in his absence, the Chairman of the Deacons, or in the absence of both, the Clerk shall call the church to order and an acting Moderator shall be elected to chair that meeting.
2. The Moderator shall conduct the meeting in accordance with Robert's Rules of Order, Revised.

### Section 2

#### Procedure in Regular Business Meetings

1. Prayer
2. Minutes of previous meetings-
3. Old Business
4. Treasurer's Report
5. Reports and recommendations (voted individually as presented) from organizations and Committees-
6. New Business
7. Adjournment with prayer

## **ARTICLE V. Amendments**

The Constitution and By-Laws may be amended by two-thirds vote of the members present at any business meeting, provided one month's notice has been given in writing to the membership.