

CONSTITUTION & BYLAWS
TRINITY BAPTIST CHURCH
Reedsburg, Wisconsin
Approved Dec, 2004
Amended Dec, 2006

ARTICLE I
PREAMBLE

We the members of Trinity Baptist Church of Reedsburg, Wisconsin declare and establish this constitution to preserve and secure the principles of our faith, and to govern the body in an orderly manner.

ARTICLE II
NAME

The name of this church shall be called Trinity Baptist Church.

ARTICLE III
PURPOSE

To lead people who are far from God to become fully formed in Christ Likeness.

ARTICLE IV
MISSION

Trinity Baptist Church exists to glorify God by leading people to :

- Begin a personal relationship with Christ,
- Become like Christ
- Belong to Christ's family
- Express love to God and
- Extend love to people.

This we seek to do in obedience to the **Great Commandment** and the **Great Commission** for the advancement of the Kingdom of God through His church.

ARTICLE V
OUR AUTHORITY

The Holy Bible is the inspired word of God and is the basis of our doctrine, faith and practice.

ARTICLE VI
ORDINANCES

The ordinances of the church are Believer's Baptism and the Lord's Supper.

ARTICLE VII
AFFILIATIONS

This Church is autonomous and maintains the right to govern its own affairs, independent of any denominational control. Recognizing, however, the benefits of cooperation with other churches in world missions, this Church voluntarily affiliates with the Southern Baptist Convention in its national, state and local expressions.

Bylaws
TRINITY BAPTIST CHURCH
Reedsburg, Wisconsin

ARTICLE I
CHURCH GOVERNMENT

The Ministerial Leadership (as defined in Article IV), chosen by the congregation, are responsible for overseeing the church and are ultimately accountable to God for the proper shepherding of its members.

ARTICLE II
CHURCH MEMBERSHIP

SECTION I: QUALIFICATIONS FOR MEMBERSHIP

- A. A personal commitment of faith in Jesus Christ for salvation, and
- B. Baptism by immersion as a testimony of salvation, and
- C. Completion of the Church's membership class, and
- D. A commitment to abide by the membership covenant. (See Appendix 2)

SECTION II: BASIC VOTING RIGHTS OF MEMBERSHIP

Every Active/Resident Member shall have the right to vote on the following matters:

- A. The annual budget of the Church,
- B. The disposition of all or substantially all of the assets of the Church,
- C. The merger or dissolution of the Church,
- D. The acquisition of real property and related indebtedness,
- E. Amendments to the Church Constitution or Bylaws of the Church,
- ~~F.~~ The establishment of paid ministerial staff positions
- G. The approval of candidates for the office of elder.

Each member 18 years and older is entitled to one vote. Voting by proxy is prohibited.

SECTION III: TERMINATION OF MEMBERSHIP

Members shall be removed from the Church roll for the following reasons:

- A. Death
- B. Transfer of membership to another church.
- C. By personal request of the member.
- D. The member's conduct are not in accordance with the membership covenant in such a way that the member hinders the ministry influence of the Church in the community. In which case the procedure for the dismissal of a member shall be according to Matthew 18:15-17.

SECTION IV: RESTORATION OF MEMBERS

Restoring people to God and to the church is the ultimate goal of church discipline. Reinstatement of membership will be made when the dismissed member carries out the instructions given by the elders involved at the third phase of Matt 18:15-17.

ARTICLE III
MEMBERSHIP MEETINGS

SECTION I: ANNUAL MEMBERSHIP MEETING

An annual meeting of the members shall be held for approval of the annual budget and any other appropriate agenda items. Subject to Section III of this Article, any business may be conducted at this meeting.

SECTION II: SPECIAL MEMBERSHIP MEETINGS

The Elders or the Senior Pastor may call special meetings at any time for any purpose by giving notice to the members in accordance with Section III of this Article.

SECTION III: REQUIREMENTS AND NOTICE FOR MEMBERSHIP MEETINGS

A. General Requirements.

Whenever members are required or permitted to take any action at a meeting, notice shall be given to members on at least two Sunday's prior to a meeting. Notification of membership meetings shall be given in any of the following manners, which shall be deemed to be a reasonable method of calling a membership meeting:

1. Distribution of written material to the congregation in attendance at a Sunday service;
2. Oral announcement to the congregation at a Sunday service; or
3. Delivery by mail to each member identified on the membership roll.

B. Notice and process of Certain Agenda Items.

For proposals in any of the areas spelled out in Article II Section II of these bylaws, notification must include specification of the general nature of the proposal and may be approved with a minimum vote of 75%.

SECTION IV: CHURCH MEETING GUIDELINES

Quorum: A quorum for Membership Meetings consists of those in attendance who have voting powers as proscribed in these bylaws provided it has been properly called.

Parliamentary Rules: ROBERT'S RULES OF ORDER, REVISED, shall be used by the moderator as a guide to procedure for membership meetings.

ARTICLE IV

MINISTERIAL LEADERSHIP OFFICES OF THE CHURCH

Ministerial Leadership Offices of the Corporation shall include Elders, Senior Pastor, and Ministerial Staff.

SECTION I: THE OFFICE OF ELDER

A. Ascension to Office

1. An elder must be a man who conforms in experience and practice with the spiritual leadership qualifications as outlined in 1 Timothy 3:2-7 and Titus 1:6-9.
2. His life and testimony must be an example for the congregation to follow.
3. An elder candidate must be committed to the practice of the various commitments outlined in the appendices of these bylaws.
4. An elder candidate must be reviewed and approved by existing Ministerial Leadership and approved by the congregation in a membership meeting.
5. An elder must be reaffirmed annually by the existing elder body.
6. The congregation shall have opportunity to reaffirm elders during the annual membership meeting.
7. Before taking office an elder candidate will be set apart with the laying on of hands by the other ministerial leadership in an installment service.

B. Release from Office

An elder may be released from office for any of the following reasons:

1. Personal reasons that he himself determines keep him from effectively fulfilling his duties.
2. Failure to maintain testimony consistent with leadership qualifications as outlined in 1 Timothy 3:2-7 and Titus 1:6-9.
3. Failure to fulfill the character requirements of elder:
 - Failure to carry oneself in compliance with the membership and maturity covenants. (Appendices 2-3)
 - The undermining of or disloyalty to their fellow elders.
 - Promoting discord among the congregation.

B. Composition of Elder Team

The team of elders shall consist of lay elders and the senior pastor. Ministerial staff members are eligible to serve as elder subject to the guidelines set forth in article IV Section 1 Paragraph A and B. The number of lay elders shall be greater in number than the number of ministerial staff elders including the senior pastor. Any person receiving compensation directly or indirectly from Trinity Baptist Church shall not be involved in determining compensation and benefits.

SECTION II: THE OFFICE OF SENIOR PASTOR

The Senior Pastor is an elder and serves as the shepherd of the church family under Christ. This section describes guidelines above and beyond those in section I of this article.

A. Ascension to Office

1. When the office of Senior Pastor is vacated the Elders shall appoint a Pastor Search Team (PST) and provide them with a procedural guideline to follow. The PST shall include at least two elders and be comprised of both men and women.
2. When the PST is satisfied and prepared they will present their candidate to the congregation for their approval by secret ballot vote.
3. Qualifications: A Candidate for Senior Pastor must:
 - be a man who conforms in experience and practice with the spiritual leadership qualifications as outlined in 1 Timothy 3:2-7, Titus 1:6-9 and 1 Peter 5:1-11.
 - Subscribe fully to the Trinity Baptist Church Statement of Faith. (see Appendix 1)

B. Release from Office

1. Acceptable reasons for dismissal shall be the following:
 - Personal reasons that he himself determines keep him from effectively fulfilling his duties.
 - Failure to maintain testimony consistent with leadership qualifications as outlined in 1 Timothy 3:2-7 and Titus 1:6-9.
 - Failure to fulfill the duties of Senior Pastor.
2. In the dismissal of the Pastor the church shall provide any accrued paid vacation plus severance equal to a total of 90 days pay.

C. General Job Description

1. The Senior Pastor shall serve as an elder with the same duties and functions as listed for elders.
2. He shall carry the primary duties of preaching and teaching and vision.
3. He shall serve as moderator of the church, but in his absence, a fellow Ministerial Leader will be asked to fill in.
4. He shall be ex-officio member of all organizations teams and they shall recognize his spiritual leadership.

SECTION III: MINISTERIAL STAFF

Ministerial Staff shall be called and employed as the church determines the need for such offices and as financial abilities allow. Procedure for release from office shall be the same as that of elder (Article IV. Section I Paragraph B) In the dismissal of a ministerial staff person, the church shall provide any accrued paid vacation plus severance equal to a total of 90 days pay.

ARTICLE V OTHER OFFICES OF MINISTRY

SECTION I: MINISTRY COORDINATORS

Ministry Coordinators are individuals who have been appointed to the leadership of a ministry area determined necessary or beneficial to the fulfilling of the church's purposes. They will have completed the church's ministry assessment profile and have entered into the church's ministry covenant (Appendix 4). They serve under and are accountable to a senior leader.

SECTION II: MINISTRY TEAMS

Ministry teams are groups who serve in conjunction with a ministry coordinator in a specific ministry area.

ARTICLE VI GENERAL OFFICES OF THE CORPORATION

The General Offices of the Corporation shall be Trustees, Treasurer, Secretary, and Clerk.

SECTION I: GENERAL GUIDELINES FOR ASCENSION TO AND RELEASE FROM OFFICE:

A. Ascension to Office - A potential candidate must be an active member, must be reviewed and approved by the Ministerial Leadership.

B. Release from Office - General officers may be released from office for any of the following reasons:

1. Resignation
2. Failure to fulfill job description as stated below.
3. Failure to carry oneself in compliance with the membership covenant.
4. Non-compliance with, the undermining of, or disloyalty to the Ministerial Leadership.
5. Promoting discord among the congregation.

Release of a general officer is carried out by a consensus of the Ministerial Leadership to accept or request resignation.

SECTION II: JOB DESCRIPTIONS

A. Trustees – Trustees shall serve as the legal officers of the church who hold in trust the property of the church; who upon specific congregational vote of the church shall buy, sell, lease or transfer any church property; and who shall sign legal documents related to congregation-approved matters. In the event that the number of trustees is not at least three, the Leadership Council shall appoint other members in the congregation to serve as legal officers.

B. Treasurer - Treasurer should exemplify financial and moral integrity and money management skills in his or her personal finances.

1. Maintain accurate records of income and expenses of church
2. Pay church financial obligations in the priority of staff 1st and accounts 2nd
3. Report Financial health to the Leadership Council and Ministerial Leadership promptly

C. Secretary - Maintain accurate minutes of all Leadership council and official congregational meetings and provide typed minutes for following meeting. Secretary shall seek if possible to store minutes and records in computer form.

D. Clerk - Maintain accurate records of membership activity and report activity to Leadership Council.

ARTICLE VII LEADERSHIP COUNCIL

SECTION I: MAKE-UP & ORDER

Members of the Leadership Council shall be Ministerial Leadership Officers, Small Group Coaches and Ministry Team Coordinators as described in Articles IV and V. All active/resident members are welcome to attend and participate in discussion of decisions being deliberated on. Motions, seconds, recommendations and voting rights shall be limited to the members of the Leadership Council.

SECTION II: POWERS

The Leadership Council shall have the following powers:

- A. Appropriate non-budgeted income and expenses not to exceed \$5000 without congregational approval.

- B. Approve or disapprove motions, seconds and or recommendations brought by Leadership Council members in all areas not mentioned in Article II, Section II.

SECTION III: MEETINGS

Regular Meetings – The Leadership Council shall meet monthly to conduct business appropriate to its authority. Its schedule shall be posted in the church’s Sunday bulletin.

SECTION IV: CHURCH MEETING GUIDELINES

Quorum: A quorum for Leadership Council consists of those in attendance who have voting powers as proscribed in these bylaws provided it has been properly called.

Parliamentary Rules: ROBERT’S RULES OF ORDER, REVISED, shall be used by the moderator as a guide to procedure for leadership council.

ARTICLE VIII CHURCH ORDINANCES

SECTION I: Baptism:

A person who receives Jesus Christ as Savior by personal faith, who professes Him publicly at any worship service, and who indicates a commitment to follow Christ as Lord, shall be received for baptism. Baptism shall be by immersion in water unless extenuating circumstances warrant other modes.

SECTION II: Lord's Supper:

The Lord's Supper is a symbolic act of obedience whereby Christians, through partaking of the bread and fruit of the vine, commemorate the death of Jesus Christ and anticipate His Second Coming.

APPENDIX 1

Articles of Faith

We believe in:

1. the Bible as the inspired, infallible Word of God, and the final authority in all matters of faith and conduct. (2 Timothy 3:16-17)
2. the Genesis account of creation.
3. one God, eternally existent in three persons: Father, Son and Holy Spirit. (Matthew 28:19)
4. Jesus Christ, His deity, virgin birth, sinless life, vicarious death, burial and bodily resurrection, His ascension to the right hand of the Father and His personal future return in power and glory. (John 1:1; Matthew 1:23; 2 Corinthians 5:21; 1 Corinthians 15:3-4; Acts 1:9,11)
5. the sinfulness of man and salvation by grace through faith in Christ who shed His blood. (Romans 3:23-25)
6. the Holy Spirit that indwells and enables the Christian to live a godly life (John 14:26)
7. salvation is eternally secure in Jesus Christ. (Romans 8:38-39)

8. the resurrection of the dead; the believer to life everlasting and the unbeliever to the resurrection of judgment. (John 5:28-29)
9. the church as the body of Christ, which is composed of all believers who have accepted Christ as Savior. (1 Corinthians 12:12-13)

APPENDIX 2

The Trinity Membership Covenant

"Having received Christ as my Lord and Savior and been baptized, and being in agreement with Trinity's statements, strategy, and structure, I now feel led by the Holy Spirit to unite with the Trinity church family. In doing so, I commit myself to God and to the other members to do the following:

1. I WILL PROTECT THE UNITY OF MY CHURCH

- By acting in love toward other members
- By refusing to gossip
- By respecting and submitting to Godly leadership

"So let us concentrate on the things which make for harmony, and on the growth of our fellowship together." Rom. 14:19(Ph)

"...live in complete harmony with each other - each with the attitude of Christ toward each other." Rom. 15:5(LB)

"Have a sincere love for your fellow believers, love one another earnestly with all your hearts." 1 Peter 1:22(GN)

"Do not let any unwholesome talk come out of your mouths, but only what is helpful for building others up according to their needs..." Eph.4:29

"Obey your leaders and submit to their authority. They keep watch over you as men who must give an account. Obey them so that their work will be a joy, not a burden, for that would be no advantage to you." Heb. 13:17

2. I WILL SHARE THE RESPONSIBILITY OF MY CHURCH

- By praying for its growth
- By inviting the unchurched to attend
- By warmly welcoming those who visit

"To the church...we always thank God for you and pray for you constantly." 1 Thess. 1:2

"Go out into the country...and urge anyone you find to come in, so that My House will be full." Luke 14:23(LB)

"So, warmly welcome each other into the church, just as Christ has warmly welcomed you; then God will be glorified." Rom. 15:7(LB)

3. I WILL SERVE THE MINISTRY OF MY CHURCH

- By discovering my gifts and talents
- By being equipped to serve by the Ministerial Leadership
- By developing a servant's heart

"Serve one another with the particular gifts God has given each of you..." 1 Peter 4:10(Ph)

"God gave... some to be pastors and teachers to prepare God's people for works of ministry, so that the body of Christ may be built up..." Eph.4:11-12

"Each of you should look not only to your own interests, but also to the interests of others. Your attitude should be the same as that of Jesus Christ... who took on the very nature of a servant..." Phil 2:3-4,7

4. I WILL SUPPORT THE TESTIMONY OF MY CHURCH

- By attending faithfully
- By living a godly life
- By giving regularly

"Let us not give up the habit of meeting together... but let us encourage one another." Heb. 10:25

"But whatever happens, make sure that your everyday life is worthy of the gospel of Christ." Phil. 1:27

"Each one of you, on the first day of each week, should set aside a specific sum of money in proportion to what you have earned and use it for the offering." 1 Cor.16:2

"A tenth of all your produce is the Lord's, and it is holy." Lev. 27:30

APPENDIX 3

MATURITY COVENANT

I will grow in spiritual maturity by developing and following these Spiritual Habits:

- Spending time with God daily in Prayer and in the Word.
- Returning the tithe (10%) of my income to God through the church.
- Belonging to and actively participating in a small group.

"... exercise yourself toward godliness. For bodily exercise profits a little, but godliness is profitable for all things, having promise of the life that now is and of that which is to come."

1 Tim 4:7-8 (NKJV)

APPENDIX 4

MINISTRY COVENANT

Having committed myself to membership and the habits essential for spiritual maturity, and agreeing with Trinity's Ministry Statement, I commit to:

- Discover my unique shape for ministry and serve in the area that best expresses what God made me to be. (Complete Ministry Profile and Profile interview)
- Prepare for ministry by participating in Leadership and or Ministry Development opportunities.
- Demonstrate a servant's heart by serving in secondary ministries as the body needs me.
- Cooperate with other ministries and place the greater good of the whole Body over the needs of my ministry.