

King's Grant Baptist Church

Ratified by vote on 1-29-06

Preamble

We declare and establish this Constitution for the preservation and security of our faith, and 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: that we will exercise a Christian care and watchfulness over each other, and faithfully warn, rebuke, and admonish one another as the case shall require: that we will not forsake the assembling of ourselves together, nor omit the great duty of prayer, both for ourselves and for others: that we will participate in each other's joys, and endeavor, with tenderness and sympathy to bear each other's burdens and sorrows: that we will earnestly endeavor to bring up such as may be under our care in the nurture and admonition of the Lord: that we will seek Divine aid to enable us to walk circumspectly and watchfully in the world: denying ungodliness and every worldly lust: that we will strive together for the support of a faithful evangelical ministry among us: that we will endeavor by example and effort to win souls to Christ: and 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.

And may the God of peace, who brought again from the dead our Lord Jesus, that great Shepherd of the sheep, through the blood of the everlasting covenant, make us perfect in every good work, to do His will, working in us that which is well pleasing in His sight, through Jesus Christ, to whom be glory, forever and forever.

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 Norfolk Baptist Association, the Baptist General Association of Virginia, the Southern Baptist Convention, the Baptist World Alliance and Cooperative Baptist Fellowship.

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 in the following ways:

1. By Baptism: Persons professing faith in the Lord Jesus may be received after being immersed in accordance with our Savior's command.
2. By Letter: Immersed members of other Baptist Churches of like faith and order may be admitted after receipt of a letter of transfer.
3. By 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. By 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, Called Professional Staff, Deacons, Trustees, Treasurer, Assistant Treasurer, Church Clerk, Director and Division Directors of the Sunday School, Director of Church Training, Director of Children's Worship, President of the Baptist Men, and Director of the Woman's Missionary Union, all of whom shall be elected by the church.

Section 2

Election of Officers

1. All stated officers of the church except the Pastor, Called Professional Staff, Deacons, Treasurer, and Trustees shall be elected annually for a term of one year, and shall not hold the same office for more than five years in succession.

2. The term of office for the Deacons shall be three (3) years with one-third of the total number elected each year at the June 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.
3. The election of the Director of the Sunday School, Director of Church Training, and Director of Children's Worship be held at the June business meeting. Those elected shall work with the Nominating Committee for selection of all workers within their respective organizations, such nominations to be presented at the September business meeting. Any person elected to a teaching responsibility shall be a member of the King's Grant Baptist Church and 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 he has been personally contacted.

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 meeting called for the purpose, of which at least one week's notice shall be given. 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, seeking at all times, to follow the will of God and the leadership of the Holy Spirit in reference thereto.
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 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

Called Professional 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. Called Professional 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. It shall be the duty of the Deacons to have general oversight in the spiritual matters of the church, to assist with the communion service, to visit the sick, to relieve the distressed as far as is in their power, and matters involving the orderly operation of the church not specifically herein designated to other officers or committees.
2. 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 representative of the church as a corporate body. They will hold title to the church property, but shall have no power to buy, sell, or mortgage, lease or transfer any property without the specific vote of the church authorizing such action, and where it is so authorized, will execute all required documents as directed by the church. They shall have no policy-making power.
2. The Trustees shall elect such officers as are necessary.

Section 7

Director and Division Directors of the Sunday School

The Sunday School Director shall preside at the regular business meetings of the teachers and officers of the School, appoint the necessary committees, work with the Nominating Committee for selection of all workers in the Sunday School organization, and work together with the Division Directors in every phase of Sunday School work to increase its effectiveness and scope in the teaching of the Bible. The Director shall serve as a member of the Finance Committee.

Section 8

Director of Church Training

The Director of Church Training shall plan, promote and implement an active training program for Youth and Adults. The Director shall work with the Nominating Committee for selection of all workers of the Church Training Program and shall serve as a member of the Church Council..

Section 9

Director and Assistant Directors of Children's worship

The Director of the Children's Worship is responsible for the planning and the coordination of the necessary programs, ordering supplies, training workers, and administration of the program. The Director shall work with the Nominating Committee for selection of all workers of Children's Worship.

Section 10

Church Clerk

The church shall elect a clerk whose duties shall be to 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 issue 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. The clerk shall notify the Deacons of any change of residence of the members; also notify the church Secretary of all new members received. At the annual meeting, the clerk shall present a resume of the work of the church. All church records are church property and should 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 11

Church Treasurer and Assistant Treasurer

The Treasurer shall pay all bills of the church authorized by 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 annual and quarterly business meetings. The Treasurer shall make monthly reports to the Finance Committee. The Assistant Treasurer shall act in the Treasurer's absence.

Section 12

Woman's Missionary Union

The Director of the Woman's Missionary Union shall have general supervision of the work of all Groups and Auxiliaries of the Union, make appointments as necessary to the work of the Union, and strive to promote attendance, enlist new members, and increase the effectiveness of the Woman's Missionary Union. One member shall serve as a representative on the Missions Committee and one member as a representative of the church Council.

Section 13

Baptist Men

The President shall have general supervision of the work of this organization, make appointments as necessary for the work of the Baptist Men and, together with the Vice-President, strive to promote attendance, enlist new members, and increase its effectiveness. The Baptist Men shall be responsible for the Royal Ambassador Program. One member shall serve as a representative on the Missions Committee. The President shall serve as a member of the Church Council.

Church Council

The Church Council shall be composed of the Pastor, Chairman of the Deacons, Church Clerk, Sunday School Director, Director of Church Training, Baptist Men's President, Woman's Missionary Union Representative, Chairman of the Personnel Committee, and Called Professional Staff Members. The Council shall meet for the consideration of all objects of common interest and shall seek to unify and coordinate the work of the church. This council shall prepare 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 several groups involved and the church. The Pastor shall serve as the Chairman and Church Clerk as Secretary.

Section 15

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

The Standing Committees of this Church shall be as follows:

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|--------------------------|--------------------|
| Auditing | Music |
| Baptismal | Nominating |
| Building and Grounds | Nursery |
| Bus Ministry | Personnel |
| Constitution and By-Laws | Preschool/Day Care |
| Finance | Recreation |
| Flower | Senior Citizens |
| History | Social |
| Kitchen | Stewardship |
| Library | Tellers |
| Long Range Planning | Ushering |
| Lord's Supper | Welcoming |
| Missions | Youth Advisory |

All Committees shall be elected annually 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. It is the responsibility of the outgoing Chairman of each Committee to call the first meeting of the newly elected Committee. The purpose of the meeting is to activate, organize and plan the work of the Committee

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 first quarterly business meeting (December) after the annual meeting (in September).
2. The Baptismal Committee shall consist of not less than two (2) members and shall make plans for the observance of the ordinance, see that the baptistery is prepared, care for all vestments and garments, and aid the candidates in their preparation for the ordinance.
3. The Building and Grounds Committee shall consist of not less than five (5) members and shall be responsible for the adequate and attractive maintenance of the church buildings, grounds, and facilities. The Committee shall also be responsible for the purchase, care, use and maintenance of equipment and supplies. This Committee will be responsible for contracting and supervising custodial personnel. The Committee shall elect one (1) representative to serve as a member of the Finance Committee.
4. The Bus Ministry Committee shall consist of not less than three (3) members and shall be responsible for establishing policy for the use and maintenance of church vehicles. This Committee shall enlist and train drivers for the vehicles and oversee the operation of the vehicles to carry out the bus ministry.
5. The Constitution and By-Laws Committee shall consist of not less than three (3) members and shall review periodically and as necessary the existing by-laws. The Committee shall review any recommended changes to the by-laws and recommend any changes they deem necessary to meet the needs of the church.
6. The Finance Committee shall consist of: Church Treasurer; the Sunday School Director; one representative each from the Trustees, the Deacons, and the Building and Grounds Committee; and two (2) at-large members from the congregation to be nominated by the Nominating Committee. The representatives from the Trustees, Deacons, and Building and Grounds Committee shall be selected as the respective organizations deem appropriate. The Chairman of the Finance Committee shall be nominated by the Nominating Committee. The Committee shall elect one (1) representative to serve as a member of the Stewardship Committee.

It shall be the duty of this committee to prepare and submit a church budget to the church at the August business meeting. This Committee shall administer all monies contributed for the support of the church in accordance with the budget. This 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. This committee shall recommend priorities, if and when necessary. The Committee shall organize and elect appropriate officers other than the Chairman. Attendance of five (5) members shall constitute a quorum for conducting business.

7. The Flower Committee shall consist of one (1) member and shall be responsible for providing flowers for the Sunday church services, for special church services, and on the occasion of the birth to church members or the death of a member of the church.

8. The History Committee shall consist of not less than four (4) members one of them being the Church Clerk and shall preserve and use the historical records of the church. The Committee is especially concerned with gathering and preserving available church records, recording full and accurate records, and using the records to help members understand and appreciate their heritage and mission.
9. The Kitchen Committee shall consist of not less than five (5) members and from the five there shall be one representative each from the Youth Advisory Committee, Baptist Men and the Social Committee. The Chairman of the Kitchen Committee shall be nominated by the Nominating committee. The Committee shall establish all policies for the use of the kitchen; exercise control over the use of the kitchen; see that the kitchen and its equipment are maintained in a sanitary condition and working order, and order necessary supplies. The Kitchen Committee is responsible for prepared meals. The Church Hostesses work under the direction of the Kitchen Committee.
10. The Library Committee shall consist of not less than four (4) members. The duties of the Committee shall be to establish library rules and hours, to select and purchase suitable books and audio-visual aids, and to assist members in obtaining materials and using the library.
11. The Long Range Planning Committee shall consist of the Chairman of the Trustees, Chairman of the Deacons, Chairman of the Finance Committee, Church Treasurer, Chairman of the Personnel Committee and not less than three (3) members to be elected from the church at-large. The Committee shall evaluate the needs of the church and make recommendations to the church as to the improvements required to meet these needs. All estimates of costs and proposed plans of financing the above shall be presented to the church as a joint recommendation with the Finance Committee.
12. The Lord's Supper Committee shall consist of not less than four (4) members and shall make preparation for the observance of the ordinance and shall care for the equipment.
13. The Missions Committee shall consist of not less than six (6) members: one (1) representative from the Baptist Men, one (1) representative from the Woman's Missionary Union, and not less than four (4) members from the congregation at-large. The committee shall investigate, recommend, and coordinate mission projects (local, home, and foreign) of the church.
14. The Music Committee shall consist of not less than five (5) members: President of the Sanctuary Choir, at least one (1) other member who is currently participating in the music organization, no less than three (3) members from the congregation at-large, and the Minister of Music as an ex-officio member. The Committee shall assist in the promotion of the music ministry of the church. It shall be responsible for the selection and purchase of musical equipment as directed by the church and shall control the use of the equipment and the maintenance thereof.
15. The Nominating Committee shall consist of seven (7) members and shall nominate all elected officers except as provided in Article VI, Section 2, of the Constitution and report the same at the regular business meeting to be held the second Sunday in September.

It is the responsibility of the Nominating Committee to contact all prospective nominees. The Committee shall also suggest nominees' to fill vacancies during the church year. No more than three (3) members shall succeed themselves. No member shall serve more than two (2) successive terms.

16. The Nursery Committee shall consist of no less than five (5) members: the Sunday School Preschool Director, a Sunday School Preschool I Teacher, and at least one (1) Nursery Coordinator for each Sunday Worship Service. Coordinators are responsible for staffing and implementing the established nursery policies. The Nursery Committee's responsibilities shall include developing the nursery policies and purchasing needed equipment upon receiving approval from the Finance Committee. The Committee shall elect one representative to the Preschool/Day Care Committee.

17. The Personnel Committee shall be composed of no less than seven (7) members selected as follows: one (1) deacon selected by the deacons and others selected by the church Nominating Committee. Additional members may be selected to maintain a ratio of one (1) committee member to 150 church members.

The Personnel Committee will assist the church in matters relating to personnel. It is to counsel with the pastor, staff, and other employees to encourage and support effective communication and good relationships between the pastor, staff, employees and church. The Personnel Committee shall recommend to the Church all Professional Staff and Non-Professional Staff. (with the exception of the Pastor)

18. The Preschool/Day Care Committee shall consist of not less than five (5) members: one (1) Representative from the Nursery Committee, one (1) Representative from the Building and Grounds Committee, one (1) Representative from the Finance Committee and at least two (2) at-large members from the congregation to be nominated by the Nominating Committee. The Committee shall function as liaison in matters between the Church and the Preschool/Day Care Ministry and shall make recommendations to the church in all matters concerning the ministry.

19. The Recreation Committee shall be composed of not less than three (3) members. It shall be the responsibility of this Committee to administer the recreation program of the church; furnish the church with schedules of planned activities; purchase and maintain equipment needed for the purpose.

20. The Senior Citizens Committee shall consist of no less than five (5) members. The purpose of the committee is to recognize the senior members of the church and solicit their participation in regular and special activities. The Committee is responsible for conducting planned programs for the Senior Citizens on a periodic basis.

21. The Social Committee shall consist of not less than five (5) members and shall be responsible for all socials, parties and picnics of the church. The committee shall name one representative to serve on the Kitchen Committee.

22. The Stewardship Committee shall consist of at least three (3) members and a member of the Finance Committee. The responsibilities of this Committee shall be to communicate to the membership their financial stewardship responsibilities and to emphasize Christian responsibilities relating to time and talents. The Committee shall be responsible to secure the monetary support of the annual budget of the church.

23. The Tellers Committee shall consist of no less than eight (8) members plus a chairman and an alternate member, and shall be responsible for counting all money received by the church and depositing same in the proper bank. The Chairman and alternate member shall be designated by the Nominating Committee.
24. The Ushering Committee shall consist of not less than three (3) members (at least one (1) coordinator for each Worship Service). The Chairman shall be designated by the Nominating Committee. The Ushering Committee shall be responsible for securing, training, and scheduling of ushers to serve at the Sunday worship services and extend the welcome of the church to all visitors and guests. They shall perform all duties during the services as may be requested by the Pastor.
25. The Welcoming Committee shall consist of not less than twelve (12) members whose purpose is to welcome and inform visitors and to assign and assist them to the Sunday School classes.
26. The Youth Advisory Committee shall consist of not less than nine (9) members from which a Chairman, Vice-Chairman, Secretary, Telephone Coordinator, and a representative to serve on the Kitchen Committee are elected. The Committee shall provide leadership, establish guidelines for Junior and Senior High Youth and develop an effective program for fostering Christian growth. The Staff Member responsible for Youth shall serve as an ex-officio member.

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, at a called meeting, a committee of seven (7) members who are representative of the congregation.
2. Whenever a vacancy occurs the 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 Covenant.
3. The Finance Committee shall provide budgetary funds for necessary expenses in connection with securing a pastor.
4. The Committee shall search for a pastor, and 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. Meetings

Section 1

Regular Business Meetings

The church year ends September 30. The quarterly business meetings shall be held the first (1st) 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 in the December 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

A 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 III. 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 the 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 IV. Amendments

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

- Changes ratified by vote at the Business Meeting of January 29, 2006