

Lake Pointe Baptist Church



Constitution and By-Laws

14 April 2024

TABLE OF CONTENTS

CONSTITUTION

	Page #
Preamble	4
Mission Statement	4
Core Values and Vision Statement	5
Article I Name	5
Article II Articles of Faith and Practice	5
Article III Church Character	5
Article IV Church Covenant	5
Article V Amendments to the Constitution	6

BY-LAWS

Article I	Church Membership	7
	Section 1 - General	7
	Section 2 - Candidacy	7
	Section 3 - Duties and Rights	8
	Section 4 - Termination	8
	Section 5 - Restoration	8
	Section 6 - Record of Membership	8
Article II	Church Organization	8
	Section 1 - General	8
	Section 2 - Church Meetings	8
	Section 3 - Church Officers (Pastor, Deacons, Clerk, Treasurer and Trustees)	9-11
	Section 4 - Church Staff (Paid Positions)	11
	Section 5 - Nominating Team	11
	Section 6 - Annual Nominations Process	12
	Section 7 - Finance Team	12
	Section 8 – Other Church Ministries/Teams/Organizations	12
Article III	Church Ordinances and Marriage	13
	Section 1 - Baptism	13
	Section 2 - The Lord’s Supper	13
	Section 3 – Marriage	13
Article IV	General	14
	Section 1 - Licensing and Ordination	14
	Section 2 - Fiscal Year	14
	Section 3 – Contingency Operations	14
	Section 4 - Adoption of Constitution and By-Laws	14
Article V	Amendments to the By-Laws	15

CONSTITUTION AND BY-LAWS

Lake Pointe Baptist Church

CONSTITUTION

PREAMBLE

For the more certain preservation and security of the principles of our faith; and to the end that this body may be governed in an orderly manner consistent with Scripture; and for the purpose of preserving the liberties inherent in each individual member of the church and the freedom of action of this body with respect to churches of the same faith and order, we do declare and establish this constitution.

VISION

Love God. Love People.

MISSION

Worship

Keeping God at the center of our lives.

Discipleship

Cultivating spiritual maturity

Fellowship

Learning to love God's family.

Ministry

Giving back through ministry.

Evangelism

Telling other's about God's love.

CORE VALUES

Faith Discipleship Truth Integrity Service Family

ARTICLE I. NAME

This body shall be known as and operate under the corporate name of "Lake Pointe Baptist Church".

ARTICLE II. ARTICLES OF FAITH AND PRACTICE

The Holy Bible is the inspired, infallible Word of God and is the basis of our faith. This church accepts "The Baptist Faith and Message" as adopted by the Southern Baptist Convention on June 14, 2000.

ARTICLE III. CHURCH CHARACTER

The government of this church is vested in its members. The church is a sovereign, autonomous Baptist church, self-governing on all matters by a majority vote of its members. The church recognizes and sustains the obligations of mutual counsel and cooperation which are common among Southern Baptist churches. In no way shall this Constitution be construed that such cooperation or affiliation shall ever become one of the doctrines and/or tenets of this church.

ARTICLE IV. CHURCH COVENANT

Having been led, by the Holy Spirit to receive the Lord Jesus Christ as our Savior, and on the profession of our faith, having been baptized in the Name of the Father, and of the Son, and of the Holy Ghost, we do now in the presence of God, angels and this holy assembly, most solemnly and joyfully enter in the covenant with one another, as one body in Christ. As such, we commit to:

Walk together in Christian love and strive for the advancement of this church in knowledge and holiness.

Promote church prosperity and spirituality and to sustain its worship, ordinances, discipline and doctrines;

Contribute cheerfully and regularly to the support of the ministry, the expenses of the church, the relief of the poor, and the spread of the Gospel through all nations.

Maintain family and secret devotions, to religiously educate our children and to seek the salvation of our kindred and acquaintances;

Act circumspectly in the Word, be just in our dealings, faithful in our engagements, exemplary in our deportment, and avoid gossiping, backbiting and excessive anger.

Follow Scriptural instruction and guidelines regarding the use of drugs, alcohol, and tobacco;

Watch over one another in brotherly love, remember each other in prayer, aid each other in sickness and distress and cultivate Christian sympathy in feeling and courtesy in speech;

Be slow to take offense, always ready for reconciliation and mindful of the commands of our Savior to secure it without delay;

ARTICLE V. AMENDMENTS TO THE CONSTITUTION

Proposals to amend this Constitution must be presented in writing at a church business meeting. After a proposal to amend the Constitution is presented, the amendment shall be presented for a vote of the membership at the first regularly scheduled business meeting that occurs at least 30 days after the original proposal. Amendments to the constitution require a two-thirds affirmative vote of church members present.

Approved amendments will be posted on this page and attached at the end of the Constitution. Annotate in the original that a change has been approved next to the affected Section. Approved amendments will be incorporated during the subsequent triennial review if appropriate.

AMENDMENTS TO THE CONSTITUTION

Amendment #	Date	Description and Page(s) affected

Attach Amendment Narrative at end of Constitution.

Lake Pointe Baptist Church

BY-LAWS

ARTICLE I. CHURCH MEMBERSHIP

SECTION 1. GENERAL

Lake Pointe Baptist Church is a sovereign and democratic Baptist church under the Lordship of Jesus Christ. The membership retains the right of exclusive self-government in all phases of the spiritual and temporal life of this church. The membership reserves the executive right to determine who shall be members of this church and the conditions of such membership.

SECTION 2. CANDIDACY

The membership of this church shall consist of such persons who confess Jesus Christ as their Savior and Lord. Any person may offer himself/herself as a candidate for membership of this church. All candidates shall be presented for membership to the church at any worship service. Candidates may be accepted for membership in the following ways

1. By profession of faith and baptism according to the policies of this church.
2. By promise of letter from another Baptist church.
3. Upon statement of prior conversion through faith followed by baptism by immersion in a church of like faith. (A church of like faith is determined at the sole discretion of the Pastor.)
4. Watch-Care Membership may be extended by vote of the church. This program accommodates temporary/seasonal residents and others with special circumstances who wish to have church affiliation with Lake Pointe Baptist Church. Watch-Care Members are accorded all rights and privileges of regular members, except they are not eligible to vote, hold a church office (Pastor, Deacons, Clerk, Treasurer and Trustees) or serve on the following teams: (Finance or Personnel). Watch-Care members are encouraged to participate in all other teams and ministries of the church.

Should any member have good reason to dissent as to a candidate for membership, such question or dissent shall be referred to the Pastor and at his discretion, to the deacons, who shall make a final determination of resolution.

SECTION 3. DUTIES AND RIGHTS

Members are expected to be faithful and obedient in all areas of Christian life, attend the services of this church, give regularly to its support, and participate in its ministries. Members in good standing may participate in the ministries of the church, vote in a business meeting, hold office, and exercise leadership and service.

SECTION 4. SUSPENSION

Membership shall be suspended in the following ways:

1. Death
2. Dismissal to another Baptist church
3. Affiliation with a church of another denomination
4. By request of member desiring his suspension.
5. Involuntary suspension by action of the church.

If a member has not been present at Sunday Worship or other church events for a period of two years, the deacons will make no less than two attempts to contact said member to determine their membership status and/or encourage their future participation. If the member is unable to be contacted, church membership will be suspended by reason of “request of the member.”

Individual membership may be involuntarily suspended by the following process:

1. When there is a compelling reason for terminating the membership of another member, the facts and circumstances of the matter will be conveyed to the Pastor and Deacons.
2. The Pastor and Deacons will contact the member and, at their discretion attempt to bring the matter to resolution.
3. If the Pastor and Deacons are unable to satisfactorily resolve the matter, they shall make a recommendation to the church for suspension at a church business meeting.
4. The Chairman of Deacons will notify the member subject to suspension of the intent to present a recommendation for suspension at least thirty days prior to the business meeting where the recommendation will be presented.
5. Involuntary suspension requires a majority affirmative vote of the church by written ballot.

SECTION 5. RESTORATION

Any person whose membership has been suspended may be restored upon the recommendation of the Pastor and Deacons.

SECTION 6. RECORD OF MEMBERSHIP

The Church Clerk shall keep an accurate roll of all members, and insofar as possible, an up-to-date record of addresses.

ARTICLE II. CHURCH ORGANIZATION

SECTION 1. GENERAL

The church is both a spiritual body and a non-profit corporation under the laws of the State of Alabama. The church is subject to the authority of Scripture in all matters and subject to the rules or duly constituted public authority. The church organization provides the mechanism for the orderly activity of the church.

SECTION 2. CHURCH MEETINGS

The *Spiritual* Church shall meet in regular worship services each Sunday and other such times and place as may be determined by the Pastor and Deacons as necessary to accomplish the church mission

The *Corporate* Church shall meet in regularly scheduled or duly called special church business meetings for the purpose of conducting the business of the church. Regular church business meetings will be scheduled quarterly on the second Sunday evening of the first month of each quarter (i.e., January, April, July, and October). Other special church business meetings may be called by giving at least seven days' notice through an announcement during a prior regular Sunday morning worship service.

The Moderator of church business meetings shall be the Pastor or his designee provided the church has a Pastor; if the church has no Pastor or in the event the Pastor or his designee is absent, the Chairman of The Deacons, or in his absence, the Vice Chairman of The Deacon shall moderate the business meeting.

Business meetings shall be conducted using "Robert's Rules of Order" and a parliamentarian may be appointed at the discretion of the moderator. The Moderator may bring such matters before the business meeting at his sole discretion.

Matters presented at a church business meeting for approval of the church require a majority vote of members in attendance unless otherwise specified in this document. The members present at a regular or special business meeting shall be deemed to constitute a quorum.

SECTION 3. CHURCH OFFICERS (*Pastor, Deacons, Clerk, Treasurer and Trustees*)

Church officers hold positions of trust in the church. They are fiduciaries and as such, have an affirmative duty to effectively preserve, protect and administer church property and financial assets in a manner that is consistent with church values and in the best interest of the church.

These By-laws address how church officers are selected. The Policy and Procedures Manual describes specific responsibilities and expectations for church officers.

1. PASTOR

The Pastor serves as the preacher and senior Bible teacher by virtue of his calling. The Pastor oversees the total ministry of the church and is an ex-officio member of all teams, but is not allowed to vote on any team. The Pastor is responsible for the church staff and each staff member serves at the will of the Pastor.

In the event of a vacancy in the position of Pastor, a replacement or interim shall be considered by a Search Team consisting of three or five persons (no married couples), elected by the church in a business meeting from nominations made from the floor. This team shall consider the scriptural qualifications of potential Pastors. After due consideration, the Search Team shall recommend a man to the church for approval or disapproval by written ballot. Only one name will be considered at a time. Approval by at least a three-fourths majority of members present and voting represents the acknowledgement of God's calling of the Pastor.

The Pastor is elected for an indefinite period and may voluntarily resign his position with the church by two weeks' notice.

The office of Pastor may be declared vacant by the following process:

- a) The process may begin:
 - 1) Upon the written recommendation by of a majority of the Deacons to declare the office of Pastor vacant, or
 - 2) By a written petition to declare the office of pastor vacant signed by no-less-than one fourth of the church membership
- b) If either condition in paragraph a, above is met, the Deacons shall call a special meeting of the church to vote on the question of declaring the office of Pastor vacant. The meeting will be announced at a regular Sunday worship service at least seven days prior to the special meeting.
- c) The moderator of the special meeting shall be elected by the members present at the special meeting by majority vote and shall not be the Pastor.
- d) The vote to declare the office vacant shall be by secret written ballot; an affirmative vote of two thirds of the members present being necessary to declare the office vacant.
- e) Vacancy (termination) shall be immediate.

2. DEACONS

Deacons are servants of the church. They serve with the Pastor and staff in leading the church and in performing pastoral ministries, especially caring for church members and people in the community.

Deacon candidates:

- a) Must be active and supportive in the overall life of the church.
- b) Along with their wives (if married) must meet Scriptural qualifications.
- c) Should be tithers and follow Biblical instruction regarding drugs, tobacco, or alcohol use.
- d) Shall have been a member of the church for a least one year
- e) Must be at least 21 years of age at the time they take office.

Selection and other requirements:

- a) In the fourth calendar quarter of each year, the deacons identify and contact potential candidates to confirm their willingness to serve in the position(s) being vacated.
- b) The Deacons shall present the list of qualified willing candidates to the church for consideration one week prior to a vote.
- c) Church members will select by written secret ballot from the list during a Sunday morning service not later than the second Sunday in December.
- d) Deacons begin their service on January 1st of each year.
- e) There shall be a minimum of three deacons but no more than one deacon per ten church families.
- f) There shall always be an “odd number” of deacons.
- g) The deacons serve on a rotation basis with approximately one-third being replaced each year.
- h) The term of active service shall be for three years. After serving a term of three years, a deacon shall not be eligible for reelection until after the lapse of one year.
- i) The Deacon ministry includes the following officers: Chairman, Vice-Chairman and Secretary.
- j) If deemed necessary by the deacons to fill an unplanned deacon vacancy, a special election will held within 60 days of the vacancy becoming effective. The selection process (excluding timing requirements) outlined in paragraphs a), b) and c) above will apply.

3. CLERK

The church shall elect a Clerk during the church nominations and elections process. The term is two years and there is no limit on consecutive terms. In the same manner, the church may also elect an assistant clerk who may assume various responsibilities of the Clerk.

4. TREASURER

The church shall elect church a Treasurer as its financial officer during the church nominations and election process. The term is two years and there is no limit on consecutive terms. In the same manner, the church may also elect an assistant treasurer who may assume various responsibilities of the treasurer.

5. TRUSTEES

The church shall elect three or more trustees to serve as legal officers for the church during the church nominations and election process. The term is two years and there is no limit on consecutive terms.

Church Trustees shall hold in trust the church property. Upon a specific vote of the church authorizing each action, trustees shall have the power to buy, sell, mortgage, lease or transfer any church property. When the signatures of trustees are required, they shall each and all sign legal documents involving the sale, mortgage, purchase, or rental property, or other legal documents related to church approved matters.

SECTION 4. CHURCH STAFF (PAID POSITIONS)

Church staff work under the direction and at the pleasure of the Pastor. They are elected for an indefinite period and may terminate their employment with two weeks' notice. The church may terminate the staff member by the same notice. The process for declaring a staff position vacant is the same as those used to declare the office of Pastor vacant.

In the event of a vacancy in a staff position, a replacement or interim will be sought and considered by the Pastor and Finance Team. They shall consider the scriptural qualifications of candidates. After due consideration, the Pastor and Finance Team will recommend a staff person to the church for approval or disapproval by written ballot at a church business meeting. Only one person may be considered at a time. Approval by a three-fourths majority of members present/voting is required to approve the candidate for hiring.

SECTION 5. NOMINATING TEAM

The Nominating Team coordinates and nominates volunteers for staffing church volunteer positions, teams and ministries during the annual church nominations and elections process.

Nominating Team Selection:

- a) The deacons appoint one person to serve as Leader of the Nominations Team.
- b) The Pastor appoints one person to serve as a member.
- c) Three people are nominated by the outgoing Nominating Team.
- d) The church votes to approve/disapprove the three nominated members during the nomination and elections process.
- e) The term is two years and members may serve unlimited consecutive terms.

SECTION 6. ANNUAL NOMINATIONS AND ELECTION PROCESS

Over the course of the year and no later than August, the Nominations Team will identify potential vacancies and volunteers for the various teams, ministries and positions in the church. Since church volunteers serve two year terms, there might not be any vacancies and the process will be deferred until the following year. The Nominating Team will present a slate of nominees (one nominee for each vacancy) to the church for a vote no later than the first business meeting of January. Unless specified otherwise elsewhere, nominees shall be affirmed by majority vote of church members present at the business meeting and unless specified otherwise herein or in the Policy and Procedures Manual, all team and ministry members serve two year terms and may serve unlimited consecutive terms.

SECTION 7. FINANCE TEAM

The Finance Team oversees the financial assets of the church and also plans and administers the annual church budget. Voting members include the Team Leader, Treasurer, Assistant Treasurer, Church Secretary and Assistant Church Secretary. The Pastor is a non-voting ex-officio member. Members are selected during the church nominations and elections process. And serve two year terms with no limit on consecutive terms. In addition to responsibilities outlined in the Policy and Procedures Manual, the Finance Team is responsible for implementing internal controls and practices to ensure integrity and transparency in church accounting. It is also responsible for constructing the annual church budget and submitting it to the church for approval no later than the first regular business meeting of each calendar year.

SECTION 8. OTHER CHURCH MINISTRIES/TEAMS/ORGANIZATIONS

In addition to the Personnel and Finance Teams, the church may form other standing ministries, teams and organizations to further its religious purposes. Members of these teams and ministries will be elected during the church's annual nominations and election process. The responsibilities of these teams, ministries and organizations are outlined in the policy and procedures manual.

From time-to-time, the need for an ad hoc or new ministry team or organization may be desired and beneficial. This team may be formed at the discretion of the pastor or deacons without a vote of the church. The intent is to facilitate timely activity when an opportunity presents and to avoid delays and additional special business meetings. The pastor will inform the church body of the new team or ministry in a timely manner. The new team or ministry will be considered and voted upon during the next annual nominations and election process if necessary.

ARTICLE III. CHURCH ORDINANCES AND MARRIAGE

SECTION 1. BAPTISM

This church shall receive for baptism any person who has received 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.

1. Baptism shall be by immersion in water.
2. The Pastor, Staff Members or whomever the church shall authorize, shall administer baptism.
3. Baptism shall be administered as an act of worship during any worship service of the church or at any other appropriate time and place.

SECTION 2. THE LORD'S SUPPER

The church shall observe the Lord's Supper at least quarterly. The Pastor and Deacons shall administer the Lord's Supper.

SECTION 3: MARRIAGE

According to God's law as written in Scripture, marriage is a union between one male and one female only. Therefore, the church is committed to God's Truths and only sanctions marriage compatible with God's Word.

Marriages performed in any facilities, or on any properties owned by Lake Pointe Baptist Church will only be between one man and one woman.

Any pastor or minister employed by Lake Pointe Baptist Church will only perform marriage ceremonies, on or off church properties, between one male and one female.

ARTICLE IV. GENERAL

SECTION 1. LICENSING AND ORDINATION

Any person recommended by the deacons and approved by the Pastor having given evidence that he is called to the work of the ministry, may be licensed to preach upon an affirmative majority vote at any church business meeting. The Pastor shall possess the sole right to convene an Ordination Council to examine the qualifications of a candidate and, in turn, advise the church as to the propriety of ordination. The final action to ordain such minister shall rest with the church upon recommendation of the Pastor.

SECTION 2. FISCAL YEAR

The church fiscal year shall begin on January 1st of each year.

SECTION 3. CONTINGENCY OPERATIONS

In the event of unexpected long term disruption to regular church services and operations (pandemic, natural disaster, etc.), the Church Contingency Management Team will be formed. Members of this team are the Church Officers (Pastor, Clerk, Deacons, Trustees and Treasurer). The team will elect a chairman to moderate meetings. This team will meet (in person or electronically) to determine by majority vote whether Church Contingency Operations should be invoked. If the event of a tie vote, Contingency Operations will not be invoked. In contingency operations are invoked, the Contingency Management Team may suspend by-laws as needed and make decisions normally reserved for the church body.

Contingency Management Team objectives and principles are:

1. Conduct church affairs under normal order to the maximum extent practical
2. Keeping the church body informed by various means of communication
3. Provide alternative means for worship, tithing, and ministering to those in need
4. Apply lessons learned from previous experience
5. Plan for return to normal operations as soon as practical

Suggested Contingency Management Team organization:

1. Worship Lead
2. Finance Lead
3. Communications Lead
4. Ministries Lead
5. Building and Grounds Lead

SECTION 4. ADOPTION OF CONSTITUTION AND BY-LAWS

This Constitution and the By-Laws shall be considered adopted and will become effective the 14th day April 2024, upon affirmative vote of two-thirds of the members present at a church business meeting. The adoption shall affect a repeal of all previously adopted Constitution and By-Laws. .

ARTICLE V. AMENDMENTS TO THE BY-LAWS

Proposals to amend these By-Laws must be presented in writing at a church business meeting. After a proposal to amend the By-Laws is presented, the amendment shall be presented for a vote of the membership at the first business meeting that occurs at least 30 days after the original proposal. Amendments to the constitution require a two-thirds affirmative vote of church members present.

Approved amendments to the Bylaws will be posted on this page and attached at the end of the document. Annotate in the original that a change has been approved next to the affected section. Approved amendments will be incorporated during the subsequent triennial review if appropriate.

AMENDMENTS TO THE BY-LAWS

Amendment #	Date	Description and Page(s) affected

Attach Amendment Narrative at end of Bylaws.