

# New Hope Baptist Church Constitution and Bylaws

---

## Constitution

### Preamble

We declare and establish this constitution to preserve and secure the principles of our faith and to govern the body in an orderly manner. This constitution will preserve the liberties of each individual church member and the freedom of action of this body in relation to other churches.

### I. NAME

This body shall be known as NEW HOPE BAPTIST CHURCH of Bolton, N.C. located at the intersection of 1800 and 1740 , four (4) miles North of Bolton, N.C.

### II. OBJECTIVES

To be dynamic spirituals organism empowered by the Holy Spirit and share Christ with as many people as possible in our church, community and throughout the world.

To be a worshipping fellowship, experiencing an awareness of god, recognizing his person and respond in obedience in his leadership.

To experience an increasingly meaningful fellowship with God and other believers.

To be a church which ministers unselfish to persons in the community and the world in Jesus' name.

To help people experience a growing knowledge of God and man.

To be a church whose purpose is to be Christ like in our daily living by emphasizing total commitment of life, personality and possessions to the lordship of Christ.

### III. STATEMENT OF BASIC BELIEFS

We affirm the holy bible as the inspired word of God and the basis for our beliefs. This church subscribes to the doctrinal statement of the Baptist faith and message as adopted by the Southern Baptist Convention in 1963. We voluntarily band ourselves together as a body of baptized believers in Jesus Christ personality committed to sharing the good news of salvation to lost mankind. The ordinances of the church are believer's baptism and the lords last supper. (See article VI of the bylaws.)

#### IV. CHURCH COVENANT

Having been led as we believe by the spirit of God to receive the Lord Jesus Christ as our lord and savior and, on the profession of faith having been baptized in the name of the father, the son, and the Holy Spirit, we do now in the presence of god and this assembly most solemnly and joyfully enter into covenant with one another as one body in Christ.

We engage, therefore, by the aid of the Holy Spirit to walk together in Christian love; to strive for the advancement of this church knowledge, Holiness, and comfort; to promote its prosperity and spiritually; to sustain its worship, ordinances, doctrines, and discipline; to contribute cheerfully and regularly to the support of the ministry, the expense of the church, and the relief of the poor, and the spread of the gospel through all nations.

We also engage to maintain family and secret devotions; to religiously educate our children; to seek the salvation of our kindred and acquaintances; to walk circumspectly in the world; to be just in our dealings, faithful in our engagements, and exemplary in our deportment; to avoid all tattling, backbiting, and excessive anger; to abstain from the sale of and use of intoxicating drinks as a beverage; to use our influence to combat the abuse of drugs and the spread of pornography; and to be zealous in our efforts to advance the kingdom of our Savior.

We further engage to watch over one another in brotherly love; to remember one another in prayer; to aid one another in sickness and distress; to cultivate Christian sympathy in feeling and Christian courtesy in speech; to be slow to take offense, but always ready for reconciliation and mindful of the rules of our Savior to secure it without delay.

We moreover engage that when we remove from this place we will as soon as possible unite with some other church where we can carry out the spirit of this covenant and the principles of God's Word.

#### V. POLITY AND RELATIONSHIPS

The government of this church is vested in the body of believers who compose it. Persons duly receive by the membership. (See Articles I of the Bylaws)

All internal groups created and empowered by the church shall report to and be accountable only to the church, unless otherwise specified by church action.

This church is subject to the control of no mutual counsel and cooperation which are common among Baptist Churches. Insofar as in practical, this church will cooperate with and support the Burnt Swamp Association and the Southern Baptist State Convention.

# BYLAWS

## I. CHURCH MEMBERSHIP

### SECTION I. GENERAL

This is a sovereign and democratic Baptist Church under the Lordship of Jesus Christ. The membership retains to itself the exclusive right of self-government in all phases of the spiritual and temporal life of this church.

The membership reserves the exclusive right to determine who shall be members of this church and the conditions of such membership shall be determined by majority of vote.

### SECTION II. CANDIDACY

Any person may offer himself as a candidate for membership in this church. All such candidates shall be presented to the church at any regular church service for membership in any of the following ways:

- (1) By profession of faith and for Baptism according to the policies of this church.
- (2) By promise of a letter of recommendation from another church.
- (3) By restoration upon a statement of prior conversion experience and Baptism in a Baptist Church

Should there be any descent as to any candidate, such descent shall be referred to the membership committee for investigation and the making of a recommendation to the church within thirty (30) days. A three fourths vote of those church members present and voting shall be required to elect such candidates to membership.

- (4) New members will be under Watch care for thirty (30) to sixty (60) days.

### SECTION III. NEW MEMBER ORIENTATION

New members of this are expected to participate in the church's new member orientation.

### SECTION IV. RIGHTS OF MEMBERS

- (1) Every member of the church is entitled to vote at all elections and on all questions submitted to the church in conference, provided the member is present or provision has been made for absentee balloting.
- (2) Every member of the church is eligible for consideration by the membership as candidates for elective offices in the church.
- (3) Every member of the church may participate in the ordinances of the church as administered by the church.

## SECTION V. TERMINATION OF MEMBERSHIP

Membership shall be terminated in the following ways:

- (1) Death of member
- (2) Demission of another Baptist Church
- (3) Exclusion by action of this church, or
- (4) Erasure upon request or proof of membership in a church of another denomination.

## SECTION VI. DISCIPLINE

It shall be the practice of this church to emphasize to its member that every reasonable measure will be taken to assist any troubled member. The pastor, other members of the church staff and deacons are available for counsel and guidance. The attitude of members toward one another shall be guided by a concern for redemption rather than punishment.

Should some serious condition exist which would cause a member to become a liability to the general welfare of the church, the pastor and the deacons will take every reasonable measure to resolve the problem in accordance with Matthew 18. If it becomes necessary for the church to take action to exclude a member, two-thirds vote of the members present is required; and the church may proceed to declare the person to no longer be in the membership of the church. All such proceedings shall be pervaded by a spirit of Christian kindness and forbearance.

The church may restore to membership any person previously excluded upon evidence on the excluded person's repentance and reformation.

## II. CHURCH OFFICERS AND COMMITTEES

All who serve as officers of the church and the church committees shall be members of this church, starting October's conference.

### SECTION I. CHURCH OFFICERS

(1). The officers of this church shall be the pastor, the church staff, the deacons, the clerk, the treasure and trustees.

The pastor is responsible for leading the church to function as a New Testament Church. The pastor will lead the congregation, the organizations, and the church staff to perform their tasks.

The pastor is leader of pastoral ministries in the church. As such he works with the deacons and church staff to:

- (1) Lead the church in the achievement of its mission,

(2) proclaim the gospel to believers and unbelievers, and

(3) care for the church's members and other persons in the community.

A pastor shall be chosen and called by the church whenever a vacancy occurs. The election shall take place at a meeting called for that purpose, of which at least one week's public notice has been given.

A pastor selection committee shall be elected by the church conference to seek out a suitable pastor, and its recommendations will constitute a nomination. Any church member has the privilege of making other nominations according to the policy established by the church. The committee shall bring to consideration of the church only one name at a time. Elections shall be by ballot, an affirmative vote of three fourths of those present being necessary for a choice. The pastor, thus elected, shall serve until the relationship is terminated by his request or the church's request. He shall preside at business meetings in keeping with the rules of order authorized in these Bylaws.

The pastor may relinquish the office as pastor by giving up at least ninety (90) days' notice to the church at the time of resignation. The church may declare the office of pastor to be vacant. In case of pastor termination a meeting shall be called for that purpose, of which at least one (1) week's public notice has been given. The meeting may be called upon the recommendation of a majority of the deacons or by written petition signed by not less than one fourth of the resident church members. The moderator for this meeting shall be designated by the members present by majority vote, and he shall be someone other than the pastor. The vote to declare the office vacant shall be by secret ballot and affirmative vote of majority of the members present being necessary to declare the office vacant. Except in instances of gross misconduct by the pastor so excluded from office, the church will compensate the pastor with nothing less than one twelfth of his total annual compensation shall be rendered in nothing more than thirty (30) days.

The ministerial staff shall be called and employed as the church determines the needs for such offices. A job description shall be written when the need for a staff member is determined. Those staff members of whom the church requires evidence of a personal call of God to minister shall be recommended to the church by the personnel committee and called by church action. At the time of resignation at least two weeks' notice shall be given to the church. The church may vote such to vacate positions upon recommendation of the personnel committee. Such termination being immediate and the compensation conditions being the same as for the pastor, except that the amount shall relate to the individual's compensation.

Non-ministerial staff members shall be employed as the church determines the need for their services. The nominating committee shall recommend the non-ministerial staff members to conference and will give the final decision. Such employment and termination of service shall be with the recommendation of the supervision of staff members and, as appropriate, with the consolation of related committees of the church.

(3) The church shall elect deacons by ballot at a special business meeting of the church. There shall be one deacon elected for assigned service for every twelve (12) to fifteen (15) church families.

Deacons shall serve on a rotation basis. Each year deacons will rotate off. No deacon shall serve more than a maximum of five (5) years in a term. In case of death or removal or incapacity to serve, the church may elect a deacon to fill the unexpired term. After serving a term of one year's assignment, a deacon shall be eligible for re-election only after the lapse of one (1) year. There shall be no obligation to constitution as an assigned deacon, one who has been a deacon in another church: but in such instances as one might be chosen by this church for assignment as a deacon, his previous ordination by another church of faith and order shall suffice for this church.

In accordance with the meaning of the work and the practice in the New Testament, deacons are to be servants of the church. Their task is to serve with the pastor and staff in performing the pastoral ministries tasks of: (1) leading the church in the achievement of its mission, (2) Proclaiming the gospel to believer and unbelievers, and (3) Caring for the church's members and other persons in the community.

(4) The church shall elect annually a clerk as its clerical officer. The clerk shall be responsible for keeping a suitable record of all official actions of the church except as otherwise herein provided. The clerk shall be responsible for keeping a register of names of members, with dates of admission, demission, death or erasure, together with a record of baptisms. The clerk shall issue letters of demission voted by the church, preserve on file all communications and written official reports, and file required notice of all meetings where notice is necessary, as indicated in these Bylaws.

The clerk shall be responsible for preparing the annual letter of the church to the association. The church may delegate some of the clerical responsibilities to church secretary who will assist the elected clerk. All church records are church property and shall be kept in the church office when an office is maintained.

(5) The church shall elect annually a church treasurer as its financial officer. It shall be the duty of the treasurer to receive, preserve, and pay out upon receipt of vouchers approved and signed by authorized personnel, all money or things of value paid or given to the church, keeping at all times an itemized account of all receipts and disbursements. It shall be the duty of the treasurer to distribute to the church at each regular business meeting an itemized report of the receipts and disbursements of the preceding month. The treasurer's report and record shall be subject to be audited annually by an auditing committee or public accountant. The treasurer shall be bonded, the church paying for the bond. Upon rendering the annual account at the end of each fiscal year and its acceptance and approval by the church, the records shall be delivered by the treasurer to the church clerk, who shall keep and preserve the account as a part of the permanent records of the church.

(6) The church shall elect five (5) or more trustees to serve as legal officers of the church. They shall hold in trust the church property. When the signatures of the trustees are required, they shall sign legal documents involving the sale, mortgage, purchase, or rental of property, or other legal documents

related to church-approved matters. Trustees shall serve on a rotation basis, with one trustee being elected every year.

## SECTION II CHURCH COMMITTEES

The committees of this church shall be a nominating committee, a church property and space committee, a missions committee and such other regular and special committees as the church shall authorize. Additional regular committees may be added by the amendment procedure prescribed within these bylaws. All church committee members shall be recommended by the church nominating committee and elected by the church unless otherwise specified within these bylaws. Committee members shall serve on a three (3) year rotation basis with one third to be elected each year.

(1) The nominating committee coordinates the staffing of all church leadership positions filled by volunteer workers, unless otherwise specified herein. Persons considered for any such positions shall be recruited by the nominating committee before approached. The nominating committee shall present to the church for election all who accept invitations to serve.

(2) The church property and space committee assists the church in matters related to properties administration. Its works include such areas as maintaining all properties, consulting with the direct church regarding the needs for, and the employment of maintenance personnel, and regarding the assignment of supervisory responsibility to appropriate personnel.

(3) The missions committee seeks to discover possibilities for local missions projects, shares findings with church program organizations, and serves the church in establishing and conducting such missions projects as may be assigned to it.

## III. CHURCH PROGRAM ORGANIZATIONS

Programs as applicable the church shall maintain programs of Bible teaching; Church member training, Church leader training, New member orientation: Mission education, Action and support; and Music education training and performance. All organizations related to the church programs shall be under church control, all officers being elected by the church and reporting regularly to the church, and all programs activities taking place on church property, and facility are subject to church coordination and approval by the church. The church shall provide the human resources, the physical resources, and financial resources for the appropriate advancement of the programs.

The Sunday School shall be organized by departments and/or classes, as appropriate for all ages, and shall be conducted under the direction of the Sunday School Director elected by the church.

(1) The Sunday School shall be the basic organization for the Bible teaching program. Its task shall be to teach the biblical revelation, reach persons for Christ and church membership, perform the functions of the church within its constituency, provide and interpret information regarding the work of the church and denomination.

- (2) The Church Training organization shall serve as the training unit of the church. Its tasks shall be to train church members; teach Christian theology, Christian ethics, Christian history, and church policy and organization; and provide and interpret information regarding the work of the church denomination.

Church Training shall be organized by departments for all ages and conducted under the direction of a general director.

- (3) Women's Missionary Union shall be the mission education, mission action, and mission support organization of the church for women, young women, girls and preschool children. Its tasks shall be to teach missions, engage in mission action; support world missions through praying and giving and provide and interpret information regarding the work of the church and denomination. Women's Missionary Unions shall have such officers and organizations as the program requires.
- (4) The Brotherhood shall be the church's organization for mission education, and mission support for men, young men, and boys. Its tasks shall be to teach missions, engage in mission action, support world missions through praying and giving, and provide and interpret information regarding the work of the church and denomination.
- (5) The church Music organization, under the direction of the church-elected music director, shall be the music education trainer and performance organization of the church. Its tasks shall be to teach music; train persons to lead, sing and play music; of the church and denomination. The Church Music Program shall have officers and organizations as the program requires.

#### IV. Church Council

The church Council shall serve the church by leading in planning coordination, conducting, and evaluating the ministries and programs of the church and its organizations.

The primary functions of the church council shall be to recommend to the church suggested objectives and goals; to review and coordinate ministry and program plans recommended by church officers, organizations, and committees; to recommend to the church the use of leadership, calendar time, and other resources according to program priorities; and to evaluate achievements in terms of church objectives and goals.

Regular members of the church council shall be the Pastor, Director of the Church Program Organizations, Chairman of Deacons and Church Superintendent.

All matters agreed upon by the council which call for action not already approved shall be referred to the church for approval or disapproval.

#### V. Church Ordinances

##### Section 1. Baptism



This Church with majority shall serve and receive for baptism any person who has received Jesus Christ and Savior by personal faith, who professes him publicly at any worship service and who indicated a committee commitment to follow Christ as Lord.

1. Baptism shall be immersion in water.
2. The pastor, or whomever the church shall authorize, shall administer baptism. The deacons shall assist in the preparation for, and observance of baptism.
3. Baptism shall be administered as an act of worship during any worship service of the church.
4. A person who professes Christ and is not baptized after a reasonable length of time, shall be counseled by the pastor and/or staff or deacons. If negative interest is ascertained on the part of the candidate, he shall be deleted from those awaiting baptism, After baptism is made each new member will go through and instructed orientation.

## Section 2. The Lord's Supper

The church shall observe the Lord's Supper quarterly, the fourth (4<sup>th</sup>) Sunday of the quarter, unless otherwise scheduled by the church. The observances shall immediately follow the Sunday morning worship service and deacons shall administer the Lord's Supper, the deacons being responsible for the physical preparations.

## VI. Church Meetings

### Section 1. Worship Services

The church shall meet regularly each Sunday morning, Sunday evening and Wednesday evening, for the worship of Almighty God. Prayer, praise, preaching and instruction, and evangelism shall be among the ingredients of these services. The Pastor shall direct the services for all the church members and for all who may choose to attend.

### Section 2. Special Services

Revival services and any other church meeting essential to the advancement of the church's objectives shall be placed on the church calendar.

### Section 3. Regular Business Meetings

The church shall hold regular business meetings quarterly as designated. Each fourth (4<sup>th</sup>) Saturday before the fifth (5<sup>th</sup>) Sunday.

#### Section 4 Special Business Meetings

The church may conduct called business meeting to consider matters of special nature and significance. A one week notice must be given for the specially called business meeting unless extreme urgency renders such notice impractical. The notice shall include the subject, the date, and the time and place; and it must be given in such manner that all resident members have the opportunity to know of the meeting.

#### Section 5. Quorum

The quorum consists of those members who attend the business meeting, provided it is a stated meeting or one that has been properly called.

#### Section 6. Parliamentary Rules

Roberts Rules of Order, revised, is the authority for parliamentary rules of procedure for all business meetings of the church.

### VII. Church Finances

#### Section 1. Budget

The budget committee, in consultation with the church council, shall prepare and submit to the church for approval and inclusive budget, indicating by items the amount needed and sought for all local and other expenses. Offering envelopes will be provided for all local and other member's use.

It is understood that membership in this church involves financial obligation to support the church and its cause with regular, proportions gifts. Annually there shall be opportunity provided to secure worthy commitments of financial support from the members.

#### Section 2. Accounting Procedures

All funds received for any and all purposes shall pass through the hands of the church treasurer, or financial secretary, and be properly recorded on the books of the church. Those who have responsibility that involves actual handling of funds shall be bonded the church paying the bond. (Article II, Section 1, (6) regarding the church treasurer)

#### Section 3. Fiscal Year

The church fiscal year shall run concurrently with the church year which begins on October 1 and ends on September 30. Church Operations Manual

A special committee of the church shall develop a church operations manual to include church policies and procedures and organizations charts depicting lines of responsibility in the administration of the church. The manual shall be kept in the church office and made available for use there by and member of the church. The Church secretary shall review the manual annually with authority to recommend changed for the church to consider.

Any church member or church organization may initiate suggested changes in the manual.

Addition, revision, or deletion of church policies requires: (1) the recommendation of the church officer of organization to whose areas of assignment the policy relates, (2) discussion by the church council, and (3) approval by the church.

Procedures may be added, revised, or deleted by: (1) recommendation of the church officer or organization to whose area of assignment of the procedures related, (2) of the church council, and (3) approval of the church, if the church deems it necessary.

#### IX. Amendments

Changes in the constitution and bylaws may be made at any regular business meeting of the church provided each amendment shall have been presented in writing at a previous business meeting and copies of the amendment shall have been furnished to each member present at the earlier meeting. Amendments to the constitution shall be by two-thirds vote of church members present. Amendments to the bylaws shall have a concurrence of a majority of the members present and voting.

**Amendment I. Statement on Marriage and Sexuality (Adopted Jan. 4, 2014)**

We believe that term “marriage” has only one meaning and that is marriage sanctioned by God which joins one man and one woman in a single, exclusive union, as delineated in Scripture.

We believe that God intends sexual intimacy to only occur between a man and a woman who are married to each other. We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman.

We believe that any form of sexual immorality, such as adultery, fornication, homosexuality, bisexual conduct, bestiality, incest, pornography or any attempt to change one’s sex, or disagreement with one’s biological sex, is sinful and offensive to God.

We believe that in order to preserve the function and integrity of the church as the local Body of Christ, and to provide a biblical role model to the church members and the community, it is imperative that all persons employed by the church in any capacity, or who serve as volunteers, should abide by and agree to this Statement on Marriage and Sexuality and conduct themselves accordingly.

We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ.

We believe that every person must be afforded compassion, love, kindness, respect, and dignity. Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with scripture nor the doctrines of the church.

## Signature Page

Adoption of Bylaws. The signatures herein certify these Bylaws, dated January 4, 2014, have received close scrutiny and have been approved by the New Hope Baptist Church Board of Deacons and are deemed both fair and necessary for maintenance and proper order in conducting New Hope Baptist Church business.

---

Rev. Don Carter, Pastor

---

John A. Jacobs, Chairman Deacon

---

James Patrick, Deacon

---

Johnson Jacobs, Deacon

---

William Graham, Deacon

---

William Jacobs, Deacon

---

Bobby Cummings, Deacon

---

Jeff Simmons, Deacon

---

Stacey Jacobs, Deacon

---

Payton Jacobs, Deacon

---

Timmy Watson, Deacon

---

Stefan Jacobs, Deacon