

**CONSTITUTION AND BYLAWS  
OF THE  
WEST UNION SOUTHERN BAPTIST CHURCH  
107 Rice Drive, West Union, Ohio 45693**

**Preamble**

We declare and establish this constitution to set forth the fundamental truths held by the membership of this church and to provide an order of government under the sovereign authority of the Lord Jesus Christ.

**Article I  
Name**

This church shall be known as the West Union Southern Baptist Church.

**Article II  
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 of the year 2000. We voluntarily band ourselves together as a body of baptized believers in Jesus Christ personally committed to sharing the gospel of salvation.

**Article III  
Ordinances**

The Ordinance of Baptism shall be administered following evidence of repentance toward God and faith in the Lord Jesus Christ. It shall be by immersion and under the direction of the Pastor.

The Ordinance of the Lord's Supper shall be observed as a remembrance of the broken body and shed blood of our Lord Jesus Christ. It shall be administered as often as the church desires, but no less than once per quarter. It shall be under the direction of the Pastor.

**Article IV  
Polity**

This church is subject to the control of no other ecclesiastical body, but it recognizes and sustains the obligation of mutual counsel and cooperation with other churches of like doctrine in the fundamental issues of the faith. Insofar as is practical this church will cooperate with and support the Cincinnati Area Baptist Association, the State Convention of Baptists in Ohio, and the Southern Baptist Convention.

**BYLAWS**  
**Article I**  
**Church Membership**

Members shall be received in the following manner:

1. Profession of personal faith in the Lord Jesus Christ;
2. By letter from a sister church of like faith and order;
3. Statement of faith.

The requirements for church membership shall endeavor to follow the standards and examples set forth in the New Testament. Among these shall be repentance toward God, faith in the Lord Jesus Christ, the obedience of baptism, devotion to and practice of the fundamental doctrine of the Word of God, regular assembly and fellowship, a desire to live with a fear of God as evidenced in holy living, and an attitude of service and generous, joyful giving.

Any person may offer himself or herself as a candidate for membership in the church. All such candidates shall be referred to the Pastor and Deacons for instruction concerning the doctrine of the church and the basic standards for membership. If deemed necessary the candidates may be asked to participate in a membership training program. During such time of training and orientation the candidate for church membership shall be considered under the watch-care of the church yet without having leadership responsibilities or voting privileges. All church members under the age of sixteen will be considered under the watch care of the church. At the age of sixteen, they will be granted voting privileges. Upon the recommendation of the Pastor and Deacons, these candidates shall be presented to the church for full membership with its accompanying responsibilities and privileges.

Prolonged neglect of church membership requirements as listed in the Church Covenant shall render a person inactive and forfeit voting privileges.

Membership shall be terminated in the following ways:

1. Death;
2. Uniting with another fellowship of believers in Christ;
3. Dismissal for scriptural disciplinary action. Disciplinary action shall be pursued after the instruction of Matthew 18:15-17 in the spirit of Galatians 6:1.

**Article II**  
**Church Officers**

**Pastor**

The Pastor shall be a man called of God and whose life is in full compliance of the qualifications set forth in I Timothy 3 and Titus 1.

The 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 at which at least one week's public notice has been given. Election shall be by ballot with an affirmative vote of three-fourths of those present being necessary for the calling.

In the event the office of the Pastor has been vacated, a Pastor Selection Committee shall be elected by the church to seek a suitable Pastor. The committee shall bring to the church only one name at a time. The Pastor Search Committee shall be presented before the church through the joint effort of the Deacon body and the Nominating Committee. After selection of the Pastor, the search committee shall be dissolved.

The Pastor may relinquish the office of Pastor by giving at least a two-week notice to the church. In the case of moral misconduct or neglect of pastoral leadership responsibilities, the church shall instruct the Deacons to appoint a committee to counsel with the Pastor to determine appropriate Biblical steps for correction. Any punitive action deemed necessary by the Deacon body and such appointed committee would

be brought to the church body at a meeting called for that purpose with at least one week's public notice. The moderator for such a meeting would be appointed by the Deacon body. Any action would be voted on by ballot with an affirmative vote of two-thirds of the members present being necessary. In the event the Pastor is dismissed he shall receive up to one month's salary.

The Pastor shall have full supervision of any supportive ministry staff in giving direction in service and responsibilities. The Pastor shall be moderator of all business conferences if he so chooses. In cases where he is not moderator, he may appoint a moderator or allow the church body to elect one. The pastor shall be ex-officio member of all organizations and committees and his leadership shall be recognized in all of them.

#### **Deacons**

The Deacons shall be set aside and ordained by the church as deemed necessary to assist the Pastor and serve the church body. The individual candidate must meet the qualifications set forth in Acts 6:1-7 and I Timothy 3:8-13. A Pastor-trained Nominating Committee shall select candidates as needed. Qualified candidates shall train and serve for a trial period of at least six months before being presented for ordination. Previously ordained Deacons from other churches must be an active church member for one year before being considered for nomination for active service. Candidates for active service as a Deacon must be elected at a regular church conference time. The election must be by ballot with an affirmative vote of two-thirds of the members being present necessary. Duration of a Deacon's active duty shall be determined by the church at such time a Deacon body is established.

#### **Trustees**

Trustees shall serve as legal officers for the church. They shall hold in trust the church property and shall represent the church in all legal matters as the church gives authority. They shall be nominated for election by the Nominating Committee and shall serve on a rotating basis of three years. The Trustees shall oversee all church property, equipment, and custodial work and shall bring to the church recommendations concerning repairs and improvements. It is also their responsibility to determine and acquire adequate insurance.

#### **Clerk**

The Clerk shall be responsible for keeping records of all official actions of the church. The Clerk shall also be responsible for keeping an accurate church roll and handling all transactions that are related to the receiving or terminating of church membership. The Clerk shall also be responsible for preparing the annual letter of the church to the Association. The Clerk shall be elected annually, being nominated by the Nominating Committee.

#### **Treasurer**

The duty of the Treasurer is to receive, preserve, and pay out all money or things of value that are given to the church. The Treasurer shall at all times keep an itemized account of all receipts and disbursements and render to the church at each regular business meeting an itemized report of the receipts and disbursements of the preceding month. At the church's pleasure, the Treasurer's record shall be audited annually by an auditing committee or public accountant. At the church's pleasure, the Treasurer shall be bonded, the church paying for the bond. The Treasurer shall be elected annually being nominated by the Nominating Committee.

### **Article III Organizations**

The church shall provide programs to assist in the growth and encouragement of its membership. These programs, such as Sunday School, Discipleship Training, Mission Support and Education, Music, etc., shall be developed and promoted as the church may deem necessary and profitable. All the officers of these organizations shall be nominated by the Nominating Committee. All directors of these organizations shall become members of the Church Council. All elected/appointed positions of the church are to be filled by church members who are in good standing/close fellowship with the church. Non-members may assist elected/appointed leaders with the approval of the pastor.

**Article IV  
Church Council**

The Church Council shall be made up of the Pastor, Chairman of Deacons, and other organizational directors such as Sunday School Director, etc. It shall be their duty to plan, coordinate, and evaluate the programs and organizations of the church.

**Article V  
Committees**

Various committees [including a Nominating Committee, Budget/Finance Committee, etc.,] shall be established as needs of the church may require. All such committees shall be standing committees and serve for one year.

**Article VI  
Meetings**

The church will hold meetings for the worship of Almighty God each Lord's Day. Midweek services, especially for prayer, shall be scheduled and promoted.

The church shall hold quarterly business conferences to transact the business of the church and view reports of the organizations and committees. Special business conferences may be called. If at all possible, these shall be announced one week in advance or at a prior service.

Ten members for each 100 members having voting privileges shall form a quorum for business. At special business conferences for the call of the Pastor, dismissal of the Pastor, amending the Constitution, sale or buying of property, the quorum shall consist of 25 members per 100.

*Robert's Rules of Order* will be the authority for Parliamentary Rules of Procedure for all business meetings of the church.

**Article VII  
Amendments**

Changes in the Constitution and Bylaws may be made at any regular business meeting of the church. The procedure for the change shall be as follows: Any active member of the church may submit a written proposal for an amendment to the Constitution or Bylaws committee provided that it is signed by at least three active church members. The Constitution and ByLaws committee will consider the amendment and present it in writing to the church members present at a regular church business meeting. Copies of the amendment will be provided to each present member and will be discussed at the meeting. At the next regular church business meeting, the members present will vote on the proposed amendment. Amendments to the Constitution and Bylaws shall be by two-thirds vote of church members present.

AMENDED October 29, 2006  
AMENDED February 7, 2016