

1 CONSTITUTION AND BYLAWS
2 OF CHESTNUT STREET BAPTIST CHURCH
3 CAMDEN, MAINE

4
5 PART I: CONSTITUTION

6
7 ARTICLE I: PREAMBLE

8
9 Since it pleased Almighty God, by His Holy Spirit, to call certain of His servants to
10 unite here in 1808, under the original name Second Baptist Church of Camden, for
11 the worship of God and the spread of the gospel of Jesus Christ, and He has
12 sustained and prospered this work to the present day; and

13
14 Whereas the aforesaid organization was incorporated as a religious corporation
15 under State of Maine law on June 27, 1917, and registered with the legal name
16 Chestnut Street Baptist Church (hereinafter referred to as CSBC); and

17
18 Whereas we, the members of Chestnut Street Baptist Church, having searched the
19 Scriptures under the guidance of God’s Spirit, have recognized the need to
20 reconstitute ourselves to more closely conform to His will for the Church in this
21 age and prepare ourselves for greater efforts in His name;

22
23 Now therefore we, the members of Chestnut Street Baptist Church, do hereby
24 organize ourselves in accord with both state and federal nonprofit corporation acts
25 and adopt this Constitution and Bylaws as our articles of governance, to be
26 interpreted at all times to reflect the character of and bring glory to Jesus Christ,
27 as revealed in the Holy Bible and articulated in the standards set forth in the
28 Statement of Faith and Covenant of this church.

ARTICLE II: STATEMENT OF FAITH

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BIBLE. We believe the sixty-six books of the Old and New Testaments are the record of God’s self-revealing words and actions in human history: fully inspired by the Holy Spirit, in perfect accord with the truth, without error in all they affirm, and is the unique, unrivaled, and ultimate authority for faith and life.

Exodus 24:4; Psalm 19:7-11; 119; Isaiah 34:16; 40:8; Matthew 5:17-18; Luke 21:33; John 5:39; Acts 3:18; 4:25; Romans 15:4; 16:25-26; 2 Timothy 3:15-17; Hebrews 1:1-2; 2 Peter 1:19-21

TRINITY. We believe the one true God has revealed Himself as eternally existing in three persons. The Father, the Son, and the Holy Spirit are of one substance, equal in every way, and perform distinct but harmonious roles in the work of creation, providence, and redemption.

Gen. 1:1-3; Deut. 6:4; Matt. 3:16-17; 24:36; 28:19; John 1:1-18; 14:16-17,26; 15:26; 16:7-15; 17; 20:28-29; 2 Cor. 13:14; Phil. 2:5-8; Col. 2:9; Heb. 9:14; 1 Peter 1:2; 1 John 1:1-4; 5:20

GOD THE FATHER. We believe in God the Father: an infinite, unchanging, and personal spirit, perfect in holiness, power, wisdom, knowledge, justice, truth, and love. He reigns supremely over all creation and history. He concerns Himself with all humanity, hears and answers prayer, and mercifully saves all who come to Him through Jesus Christ the Son.

Gen. 1:1; 18:25; Ex. 3:14; 34:5-7; Deut. 6:4; Psalm 19:1-4; 139:16; Isa. 55:8-9; 64:8; Matt. 23:9; John 1:14,18; 4:24; 14:6-13; Rom. 8:14-15; 11:33-36; 1 Cor. 8:6; Gal. 4:6; Eph. 4:6; Col. 1:15; 1 Tim. 1:17; Rev 1:8; 21:6

GOD THE SON. We believe in Jesus Christ: the one and only eternal Son, fully God and fully human, conceived by the Holy Spirit, born of the virgin Mary, like us in all respects but without sin. In His life, Jesus performed many miracles and taught many things. He died on the cross for our sins, was buried, on the third day

62 rose from the dead in the body that had been laid in the tomb and appeared to
63 many witnesses. He ascended into heaven where He reigns at the right hand of
64 God the Father, a ceaseless advocate for His people, and the only true Mediator
65 between the Father and humankind.

66 Matt. 1:18-23; 3:17; 27:24-28:20; John 1:1-18; 14:6-11; Acts 2:22-24; Rom. 1:3-4; 1
67 Cor. 15:1-28; 2 Cor. 5:21; Gal. 4:4-5; Eph. 1:20; Phil. 2:5-11; Col. 1:13-22; 2:9; 1 The.
68 4:14-18; 1 Tim. 2:5-6; Heb. 1:1-3; 4:14-16; 9:28; 1 Pet. 3:22; 1 Jn. 4:14-15

69

70 GOD THE HOLY SPIRIT. We believe in the Holy Spirit: a personal spirit of one
71 substance with, equal to, and proceeding forth from the Father and the Son. He
72 inspired the writers of the Scripture and illuminates its readers to understand the
73 truth. He applies the work of Christ to humankind. He convicts the world of sin,
74 righteousness, and judgment. He calls, regenerates, sanctifies, and empowers all
75 who believe in Jesus Christ. The Holy Spirit indwells all true believers, baptizing
76 them into the Body of Christ, producing in them spiritual fruit, and bestowing on
77 them spiritual gifts for the service of God through Christ's Body, the Church.

78 Gen. 1:2; Judg. 14:6; Psalm 51:11; Matt. 3:16; Luke 4:18-19; 12:12; John 14:16-17,
79 26; 15:26; 16:7-14; Acts 2:1-21; Rom. 8:9-27; 1 Cor. 2:10-14; 12:3-11; Eph. 1:13-14;
80 1 Tim. 4:1; 2 Tim. 3:16; 2 Peter 1:21; 1 John 4:13; 5:6-7

81

82 SALVATION. We believe that Adam and Eve, the first humans, created in the
83 image of God in innocence and unbroken relationship with their Creator, voluntarily
84 disobeyed the command of God and fell from their sinless state. As a result, all
85 people now are sinners by nature and by choice, rejecting God's rightful authority,
86 so all are separated from God and under condemnation. Jesus Christ died on the
87 cross in the sinner's place, meeting the demands of justice and satisfying the
88 righteous wrath of God by shedding His own blood for the forgiveness of sins,
89 reconciling sinful humanity to the Holy God. In rising again to life on the third day,
90 Jesus conquered death and offers eternal life, making us a new creation in Him.
91 We can be saved only by the sovereign grace of God, apart from any human works,

92 receiving this irrevocable gift of God by faith alone in the work of Jesus Christ on
93 our behalf.

94 Isa. 53; Matt. 1:21; John 1:11-13, 29; 3:3-18,36; 5:24-29; 6:44; 10:28-29; 11:25-27;
95 14:6; Acts 4:12; 16:30-31; Rom. 3:23-25; 4:3; 5:8-10; 6:23; 10:9-10; 1 Cor. 15:1-8; 2
96 Cor. 5:17-21; Gal. 2:20; Eph. 2:1-9; Heb. 9:24-28; 1 Peter 1:2,17-23

97

98 THE CHURCH. We believe there is one Church universal: the Body of Christ on
99 earth of which Jesus Himself is the head. The Church is composed of those
100 throughout the world and throughout history chosen by God the Father, called by
101 the Holy Spirit, and obedient to Jesus Christ as Savior and Lord. This body
102 manifests itself in local communities of believers, baptized and coming together
103 for the fulfillment of the Great Commission and the Great Commandment. * We
104 are the ambassadors of Jesus Christ to a lost world continuing the ministry of
105 reconciliation and the advancement of His Kingdom.

106 *Great Commission: Matthew 28:18-20 and Great Commandment: Matthew 22:36-
107 40. Matthew 6:9-10; 11:12; 16:15-19; Luke 17:20-21; Acts 2:41-47; 4:31-35; 14:23;
108 20:28; 1 Cor. 1:2; 12:12-13,27; 2 Cor. 5:17-21; Eph. 1:22-23; 2:19-22; 3:10-11,20-21;
109 4:4-7,11-16; 5:22-32; Col. 1:18; 1 Tim. 3:1-15; 1 Peter 1:2; 5:1-4

110

111 THE ORDINANCES. We believe the Lord Jesus Christ has committed two
112 ordinances to the church: baptism and the Lord's Supper. Upon a confession of
113 faith, baptism by immersion in the name of the Father, the Son, and the Holy Spirit
114 represents the participation of the believer in the death and resurrection of Jesus
115 Christ, entrance into new life, and inclusion in Christ's Body, the Church. In the
116 Lord's Supper, believers symbolically participate in and proclaim the death of the
117 Lord Jesus Christ. The church should observe both ordinances until Christ's return.

118 Matt. 3:13-15; 26:26-28; 28:19-20; Mark 1:9; 14:22-24; Luke 3:21-22; 22:19-20; John
119 3:23; 6:30-58; Acts 2:38,41-42; 8:35-38; 16:30-33; 20:7; Rom. 6:3-5; 1 Cor. 10:16-17;
120 11:23-29; Col. 2:12

121

122 THE LAST DAYS. We believe that God in His own time and His own way will bring
123 the world to its appropriate end. In the last days Jesus Christ will return personally,
124 bodily, and visibly to consummate His Kingdom. All humankind will experience a
125 bodily resurrection and Christ will carry out the final judgment. Those forgiven
126 through Christ will eternally enjoy fellowship with God; all others will eternally
127 suffer separation from God.

128 Matt. 16:27; 19:28; 24:1-44; 25:31-46; 26:64; Mark 8:38; Luke 12:48; 16:19-26; John
129 14:1-3; Acts 1:11; 17:31; 24:15; 1 Cor. 4:5; 15:24-58; 2 Cor. 5:10; Phil. 3:20-21; 1
130 The. 4:14-18; 2 Tim. 4:8; Titus 2:13; Heb. 9:27-28; 2 Pet. 3:7; 1 Jn. 3:2; Rev. 20:1-
131 22:13

132

133 ARTICLE III: CHURCH COVENANT

134

135 Having been led by the Spirit of God to profess our faith in Jesus Christ and having
136 been baptized in the name of the Father, the Son, and the Holy Spirit, we do now
137 solemnly and joyfully affirm our covenant with God and one another.

138

139 Desiring to be part of a disciple making movement here in the Mid-Coast of Maine
140 that touches and transforms lives, families, and communities with the Gospel of
141 Jesus Christ, we commit ourselves to the making of disciples who are ever-
142 growing in their identity in Christ, their investment in His church, and their
143 involvement in God's mission of reconciliation.¹

144

145 I pledge myself to growing my identity "in Christ" by:

- 146 • **Following** Christ in daily obedience by submitting all desires, emotions,
147 ideas, attitudes, choices, and actions to the ultimate authority of God's
148 Word and the control of the Holy Spirit.²
- 149 • **Abiding** regularly and intentionally in God's Word and prayer individually, in
150 my family, and as a church community.³

151 • **Disciplemaking** - encouraging others to follow Christ by my witness before
152 a watching world and my intentional investment in the spiritual progress of
153 others.⁴

154

155 I pledge myself to expanding my involvement in God’s ongoing mission of
156 reconciliation⁵ by:

157 • **Going** as Christ’s ambassador I will intentionally seek opportunities for God
158 to make His Gospel appeal through me: “We implore you on behalf of Christ,
159 be reconciled to God.”⁶

160 • **Advancing** Kingdom influence for “Jesus is Lord”⁷ not only of the Church
161 but Lord of all life. As such I will work to demonstrate the goodness, justice,
162 and reconciliation of Christ’s coming Kingdom socially, politically,
163 economically, relationally, and in all life.

164 • **Partnering** in prayer, finance, and cooperation with missionaries around the
165 world and Gospel-centered churches locally I will labor for the unity of
166 Christians and the glory of Christ.⁸

167

168 I pledge myself to deepening my investment in this Church by:

169 • **Uniting** the church⁹ by my prayer, attitude, and action - living out together
170 the “one another” commands¹⁰; honoring others above myself¹¹; esteeming,
171 loving, and praying for the Pastor and Elders, submitting to them in all
172 spiritual exercises of their official authority¹²; bearing with one another in
173 love;¹³ always speaking the truth in such a way that builds up or imparts
174 grace, and forgiving one another as God in Christ forgave me.¹⁴

175 • **Sacrificing** generously, regularly, and intentionally of my finances to the
176 ministry of the church and the mission of Christ.¹⁵

177 • **Engaging** actively and regularly in the life of the congregation by attendance
178 at worship gatherings, participation in the Lord’s Supper, involvement in
179 business meetings, investment in church ministries, practice of hospitality,
180 and sacrificial service to one another and our shared mission.

181

182

183 ¹ Matthew 28:18-20; 2 Corinthians 5:18-20

184 ² 1 Corinthians 10:5; 1 Peter 1:2; 1 Corinthians 6:17-20

185 ³ John 15:1-10; Psalm 1:1-3; Deuteronomy 6:4-9; 1 Timothy 4:13

186 ⁴ Matthew 28:20

187 ⁵ 2 Corinthians 5:18-20; Acts 1:8; Matthew 28:18-20;

188 ⁶ John 20:21-23; 2 Corinthians 5:20; Colossians 1:19-20

189 ⁷ Acts 17:7, Romans 10:9

190 ⁸ John 17:20-23

191 ⁹ Philippians 1:5,7; Romans 12:5; 1 Corinthians 12:25; Ephesians 4:25

192 ¹⁰ examples, not exhaustive: John 13:34-35; 1 Thessalonians 5:11; Hebrews 3:13;

193 Hebrews 10:24; Romans 15:7; Romans 12:10,16; 2 Corinthians 13:11; 1 Peter

194 5:5; Ephesians 4:2, 25,32; 1 Peter 4:10

195 ¹¹ Philippians 2:1-5

196 ¹² Hebrews 13:17

197 ¹³ Ephesians 4:1-6

198 ¹⁴ Ephesians 4:25-32

199 ¹⁵ 2 Corinthians 9:6-15

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201

ARTICLE IV: GOVERNANCE

202

203 This church submits herself to the headship of our Lord and Savior Jesus Christ

204 (Ephesians 5:23), responds to the leading of His Spirit (Acts 15:28), and labors for

205 the glory of God the Father (Ephesians 3:21). The Biblical leadership roles of the

206 church are that of Elder and Deacon.

207

208 SECTION 1. ELDERS. We recognize the final authority and responsibility of the

209 congregation in matters of faith and practice (Matthew 18:15-20; Acts 6:3; 11:1,22;

210 15:22; 1 Corinthians 5; 2 Corinthians 2:5-11; 1 Peter 2:5,9); however, following the

211 clear pattern of Scripture, the membership shall recognize from amongst them

212 men called and qualified to serve as Elders to whom the leadership of the church
213 will be entrusted (Acts 6:2,4; 20:17,28-31; Ephesians 4:11-13; Philippians 1:1; 1
214 Thessalonians 5:12-13; 1 Timothy 3:1-7; 5:17; 2 Timothy 4:2-5; Titus 1:5-9; Hebrews
215 13:7,17; James 5:14; 1 Peter 2:25; 5:1-4). We understand the Greek words
216 *presbuteros* (elder), *episkopos* (overseer); and *poimen* (pastor, shepherd) to be
217 used interchangeably throughout the Scripture, all referring to this office of Elder.

218

219 ROLE OF THE ELDER: Elders are servant leaders who are called to teach the
220 Word, shepherd the flock, and advocate for the church vision.

221

222 TEACH THE WORD (Acts 6:4; 1 Timothy 3:2; 5:17; 2 Timothy 4:2-5; Titus
223 1:9). Elders are servants of the Word, overseeing the teaching and
224 preaching of sound Biblical doctrine and the refutation of error.

225

226 SHEPHERD THE FLOCK (Acts 6:4; 20:28-31; 2 Timothy 4:2-5; Hebrews
227 13:17; James 5:14; 1 Peter 5:2-3). Elders are servants of the Flock,
228 overseeing the examination of prospective members, watching over the
229 spiritual health of the people, and enforcing church discipline.

230

231 ADVOCATE FOR THE CHURCH VISION (Acts 6:2; Ephesians 4:11-13;
232 1 Thessalonians 5:12-13; 1 Timothy 3:1-7, 5:17). Elders are servants of the
233 church vision, responsible for the articulation of and adherence to our
234 church's shared values and mission. They coordinate the activities and
235 ministries of the church for the fulfillment of her mission by delegating
236 authority and responsibility. They release others to ministry and then work
237 to ensure their success within the context of the overall fulfillment of the
238 church's mission.

239

240 QUALIFICATIONS OF AN ELDER

241

242 CHARACTER – An Elder is a man who is a member of CSBC in good
243 standing and possesses the character qualities outlined in 1 Timothy 3:1-7;
244 Titus 1:6-9; and 1 Peter 5:1-4.

245

246 CALL – The man who would serve as an Elder must do so willingly – the
247 call of God upon His life recognized by him and the congregation (1 Timothy
248 3:1; 1 Peter 5:2).

249

250 DOCTRINE - An Elder must be in agreement with the CSBC Statement of
251 Faith and possess a sufficient knowledge of the Scripture to instruct in right
252 doctrine (1 Timothy 3:2; 2 Timothy 4:2; Titus 1:9, 2:1) and defend against
253 error (Acts 20:28-31; 2 Timothy 4:2-5; Titus 1:9).

254

255 LEADERSHIP - An Elder should be one whom others naturally trust, follow,
256 and imitate. An Elder is one whose life and leadership are recognized as an
257 example to those both inside and outside the church (1 Timothy 3:7; 4:16;
258 Hebrews 13:7; 1 Peter 5:3).

259

260 SECTION 2. SENIOR PASTOR: The Senior Pastor shall be an Elder, the first
261 amongst equals, performing the duties of an Elder and subject to the qualifications
262 of an Elder. The church shall recognize him as particularly gifted and called to the
263 full-time ministry of shepherding, preaching, and teaching (1 Timothy 5:17).

264

265 SECTION 3. DEACONS: Alongside Elders, we recognize a second,
266 complementary role expounded in the Scripture – the role of Deacon (Acts 6:2;
267 Romans 12:7; 16:1; Philippians 1:1; 1 Timothy 3:8-13, 1 Peter 4:10-11). As the
268 Greek name *diakonos* implies, these are servants, or ministers, of the church.
269 Biblically, Deacon is a gender-neutral term and will be used to designate both men
270 and women (Romans 16:1; 1 Timothy 3:11).

271

272 ROLE OF THE DEACON: Deacons are ministry directors who support the
273 proclamation of the Word, meet physical needs, and implement specific ministries.

274

275 SUPPORT THE PROCLAMATION OF THE WORD (Acts 6:2-4; Romans
276 16:1). Deacons are servants who tend to the functioning and administration
277 of the church and the accommodations for public worship in order to free
278 the Elders to focus on the teaching and preaching of sound Biblical
279 doctrine. This includes, but is not limited to, facilities, property, and
280 finances.

281

282 MEET PHYSICAL NEEDS (Acts 6:1-4; Romans 16:1). Deacons are
283 servants who seek to meet the temporal needs of the church in a spiritual
284 way. This could be through visitation, benevolence, hospitality, prayer, or
285 other means.

286

287 IMPLEMENT SPECIFIC MINISTRIES (Romans 12:6-8; 1 Corinthians
288 12:7; Ephesians 4:11-13; 1 Peter 4:10-11). Deacons are servants who lead
289 the various ministries of the church, based upon determined need and
290 personal giftedness. Coordinated and supported by the Elders, Deacons
291 serve in their area of giftedness all in service to the fulfillment of the
292 church's mission.

293

294 QUALIFICATIONS OF A DEACON

295

296 CHARACTER – A Deacon is a man or woman who is a member of CSBC
297 in good standing and meets the qualifications in Acts 6:3 and 1 Timothy
298 3:8-13.

299

300 DOCTRINE – A Deacon must be in agreement with the CSBC Statement of
301 Faith.

302

303 GIFTEDNESS – A Deacon is gifted for a specific area of ministry (Romans
304 12:4-8; 1 Corinthians 12:7; 1 Peter 4:10-11).

305

306 ARTICLE V: OFFICERS

307

308 SECTION 1. All officers, except for Financial Reviewer, must be members of the
309 church.

310

311 SECTION 2. TRUSTEES. For purposes of meeting the State of Maine laws
312 governing incorporation of local churches, the Board of Elders will serve as the
313 legal Trustees of Chestnut Street Baptist Church.

314

315 In addition, our church recognizes, under this constitution, the following elected
316 officers:

317

318 SECTION 3. CLERK. The Clerk is considered a corporate officer under Maine
319 Revised Statutes Title 13, Chapter 93. The Clerk shall keep the minutes of all
320 business meetings.

321

322 SECTION 4. TREASURER. For purposes of compliance with Maine Revised
323 Statutes Title 13, Chapter 93, The Deacon of Finance will serve as the legal
324 Treasurer of Chestnut Street Baptist Church.

325

326 SECTION 5. HEAD COLLECTOR. It shall be the Head Collector's duty to keep
327 records of all contributions made, issue receipts, report to the Treasurer, train the
328 Collectors, co-ordinate the weekly collection schedules, and serve as one of the
329 Collectors.

330

331 SECTION 6. COLLECTORS. The Collectors shall record and deposit the
332 offerings taken at worship services and provide weekly reports to the Head
333 Collector.

334

335 SECTION 7. FINANCIAL REVIEWER. It shall be the duty of the Financial
336 Reviewer to review all of the Bookkeeper's church records and the Deacon's Fund
337 records at the close of the year and other times if required.

338

339 SECTION 8. MODERATOR. The Moderator shall preside at all business
340 meetings of the Church.

341

342

ARTICLE VI: MEMBERSHIP

343

344 SECTION 1. ADMISSION OF MEMBERS. Persons may be received into
345 membership by any of the following methods, subject in each case to the
346 examination and recommendation by the Elders and the vote of the church and
347 after having reviewed and accepted the church's Constitution and Bylaws.

348

349 BY BAPTISM. Any person who confesses Jesus Christ as Savior and Lord
350 and is in essential agreement with our Statement of Faith and Church
351 Covenant may be received into the fellowship of the congregation following
352 baptism by immersion. A person who desires to become a member of the
353 church, but because of physical conditions cannot be immersed, may
354 become a member on Declaration of Faith.

355

356 BY LETTER. Any person who confesses Jesus Christ as Savior and Lord
357 and is in essential agreement with our Statement of Faith and Church
358 Covenant and has been baptized by immersion, may be received by letter of
359 recommendation from another church.

360

361 BY EXPERIENCE. Any person who confesses Jesus Christ as Savior and
362 Lord and is in essential agreement with our Statement of Faith and Church
363 Covenant and has been baptized by immersion, may be received upon
364 statement of Christian experience.

365

366 BY RESTORATION. Any person who has lost membership for any reason
367 may be restored to membership upon recommendation of the Elders and
368 vote of the church.

369

370 SECTION 2. CHURCH DISCIPLINE

371

372 Church discipline is not meant to be punitive, but instructional and correctional.¹⁶
373 The majority of discipline happens “informally” as a natural part of discipleship –
374 members of Christ’s body regularly teaching, rebuking, correcting, encouraging,
375 and training one another towards obedience and righteousness.¹⁷

376

377 Until Christ returns or calls us home, we will all struggle against sin. As such, the
378 main issue considered in church discipline is not the presence of sin but the
379 absence of repentance. The gospel is that because of the death and resurrection
380 of Jesus Christ, we can and should live honestly - by the Spirit’s power daily
381 confessing and repenting of sin then turning to Christ in ever-increasing
382 obedience.¹⁸

383

384 Formal church discipline – involving the church leadership – only becomes
385 necessary when “informal” discipline, such as one-on-one instruction and personal
386 appeals, have failed to produce repentance¹⁹ and a member persists in an obvious
387 and persistent pattern of sin in his or her life.²⁰ Sins about which an offender is
388 grieved and repentant when confronted do not necessitate formal discipline.

389

390 The purpose of formal church discipline is repentance and restoration of the
391 offender,²¹ promotion of holiness,²² unity of the church body,²³ and protecting the
392 name of Christ before the watching world.²⁴

393

394 Discipline should always involve the smallest circle of persons possible. Perceived
395 interpersonal offenses should always first seek resolution interpersonally without
396 soliciting the “opinion,” “prayers,” or involvement of others – for these puts

397 us at risk of dishonoring our brother or sister in Christ by gossip or slander.²⁵

398

399 After interpersonal appeals have failed, church leadership will seek to determine if
400 the sin is outward, serious, and unrepentant.²⁶ Outward meaning that while the
401 heart cannot be seen, outward manifestations of heart sins, such as greed or pride,
402 must be considered for, “For out of the abundance of the heart the mouth
403 speaks.”²⁷ Serious meaning that a persistent pattern of sin might be addressed
404 differently from a one-time offense where “love covers a multitude of sins.”²⁸
405 Similarly, serious sins might include those sins so uncharacteristic of a Christian,
406 so indicative of a long pattern of deliberate participation, or so harmful to the well-
407 being of a community they must be formally addressed (such as murder, sexually
408 predatory behavior, extortion, gossip, slander, sowing discord, etc.). Unrepentant
409 meaning the person persists in denial of wrongdoing, resists confession,
410 minimizes the offense, makes excuses, shifts blame, becomes defensive, shuns
411 counsel and accountability, or any other such actions.

412

413 If appeals by the church leadership go unheeded by the erring individual, this issue
414 will be brought before the church family that they also might pray for the offender
415 and appeal to him or her to repent.²⁹ If after a predetermined period of time the
416 offender remains unrepentant, his or her membership will be removed by vote of
417 the church body.³⁰ If a member under discipline requests removal of his or her
418 membership and such request is discerned to be an attempt to avoid
419 accountability, the request will be denied. Instead, that person will be removed by
420 motion of the church as a person under discipline.

421

422 Removal from membership by church discipline is not punitive or retaliatory but
423 always done, “for the destruction of the flesh, so that his spirit may be saved in the
424 day of the Lord.”³¹ The one removed from church membership is excommunicated
425 – literally removed from participation in community’s regular celebration of
426 communion. There is a conscious and purposeful break in the offender’s regular

427 participation in the social and spiritual life of the community with the hope and
428 prayer that the offender will be “grieved into repenting.”³²

429
430

431 ¹⁶ Hebrews 12:5-11

432 ¹⁷ 2 Timothy 3:16; cf. Psalm 141:5; Proverbs 27:6; 1 Corinthians 4:14; Colossians
433 1:28; 3:16; 2 Thessalonians 3:14-15; James 5:19-20

434 ¹⁸ 1 John 1:8-2:2; James 5:16

435 ¹⁹ Matthew 18:15

436 ²⁰ Matthew 18:16-20; 1 Corinthians 5:1-13

437 ²¹ Galatians 6:1-2; 1 Corinthians 5:5; 2 Corinthians 7:8-11

438 ²² Deuteronomy 19:20; Acts 5:11; 1 Corinthians 5:6-8

439 ²³ Ephesians 4:1-3

440 ²⁴ Matthew 5:15-16; 2 Thessalonians 2:11-12

441 ²⁵ Matthew 18:15; Proverbs 16:28; 1 Timothy 5:13

442 ²⁶ these three categories are adopted from Jonathan Leeman’s book, Church
443 Discipline: How the Church Protects the Name of Jesus (Wheaton, IL: Crossway,
444 2012) p.54-55.

445 ²⁷ Matthew 12:34-35 and Matthew 15:18-19

446 ²⁸ 1 Peter 4:18

447 ²⁹ Matthew 18:17

448 ³⁰ Matthew 18:17-20; 1 Corinthians 5:4-5,11-13

449 ³¹ 1 Corinthians 5:5

450 ³² 2 Corinthians 7:9

451

452 SECTION 3. TERMINATION OF MEMBERSHIP.

453 A person's membership may be terminated by any of the following methods:

454

455 BY LETTER. Any member may request and, upon the recommendation of
456 the Elders and vote of the church, shall receive either a letter of termination

457 or a letter of recommendation. A letter of recommendation shall be sent to
458 the pastor or clerk of the church named in the request.

459
460 BY EXCLUSION. Should any member become an offense to the church
461 and to its good name by reason of unchristian conduct, or by persistent
462 breach of his covenant vows, the church may vote to terminate his
463 membership. Only after due notice and a hearing before the Board of Elders
464 and after faithful efforts has been made to bring about repentance and
465 amendment should such action be taken.

466
467 BY ERASURE. The Board of Elders, in cooperation with church Clerk and
468 Head Collector, shall prepare regularly a list of members who have for a
469 period of six months or more failed to participate in the public worship, the
470 educational program or the financial support of the church without valid
471 reason. If after appropriate communication they are convinced that such
472 persons have no interest in continued association with this church, they
473 shall present to the church a recommendation that the names of these
474 delinquent members be erased from the membership roll. Upon the vote of
475 the church, said members shall thereafter cease to be members of this
476 church.

477
478 BY DEATH.

479

480 ARTICLE VII: AMENDMENTS

481

482 This Constitution may be amended or replaced when the need for change is
483 recognized by the Elders and/or the members of the church.

484

485 When such a need is believed to be present, the Elders may either appoint a
486 Constitution and Bylaws workgroup or the Elders themselves may propose
487 modification(s) in light of Scripture. A proposed Constitution change shall be
488 communicated to the congregation in written form. Notice to approve or reject the

489 proposal at a business meeting must be given at least twenty-eight (28) days prior
490 to the date of said business meeting. The members will then consider the
491 proposed amendment(s). A three-fourths (3/4) majority of the members present
492 and qualified to vote at that meeting is required for passage of the proposed
493 amendment(s).

494

495 PART II: BYLAWS

496

497 ARTICLE I: INTRODUCTION

498

499 Our Constitution sets forth our core beliefs, while the function of our Bylaws is to
500 detail our system of governance. Both documents were written in order to guide
501 our individual and corporate interaction with other members of the Body of Christ
502 and with the world. Herein are the components of our Elder-led organizational
503 structure, including staffing, meetings, ministries, and provision for amending
504 these Bylaws.

505

506 ARTICLE II: PERSONNEL

507

508 SECTION 1: ELDERS

509

510 DUTIES. Subject to the will of the congregation and in keeping with the principles
511 set forth in Acts 6:1-6 and 1 Peter 5:1-4, the Elders shall devote their time to prayer,
512 the ministry of the Word through the teaching and defense of sound Biblical
513 doctrine, and shepherding God's flock. They shall encourage, coordinate, promote,
514 and oversee the work of the Deacons, appointed church agents, and all ministry
515 teams in accordance with the specific local and worldwide vision and mission of
516 Chestnut Street Baptist Church (hereinafter referred to as CSBC).

517

518 Specific responsibilities include, but are not limited to, the following: conduct

519 worship services; administer the ordinances of baptism and communion; examine
520 and recommend individuals for church membership; examine and/or recommend
521 all prospective candidates for offices and positions; establish and/or redirect
522 ministry positions or teams in accordance with the specific vision and mission of
523 CSBC in order to assist them in fulfilling their responsibilities; confirm policy
524 decisions and maintain a policy manual; propose new paid staff positions; take
525 primary responsibility for the employment, supervision, and annual pre-budget
526 evaluation of paid pastoral staff members and church administrator; in
527 consultation with the Finance Ministry assemble a budget for presentation to the
528 congregation at the annual church budget meeting; and oversee the process of
529 church discipline and seek to resolve any fellowship problems within the church.
530 One elder will be designated as the primary supervisor of the church administrator.

531

532 ELECTION AND TERM OF NON-STAFF ELDERS. All Elders shall satisfy the
533 qualifications for the office of Elder as stated in the CSBC Constitution. The
534 number of non-staff serving Elders shall be at least one more than the total of the
535 staff serving Elders. The actual number of actively serving Elders shall be based
536 upon the current need of the congregation and the availability of gifted men. No
537 serving or non-serving Elder shall hold the office of Deacon during his tenure. An
538 Elder who resigns as an Elder would be eligible to serve as a Deacon.

539

540 EVALUATION FOR SERVICE. At a time as set by the Elders, but no less
541 frequently than annually, each member of the congregation will be given the
542 opportunity to nominate any man, who is a member of the congregation, as a
543 candidate for Elder. All nominations will be gathered and evaluated by the Board
544 of Elders. The evaluation will include an application, interview, and background
545 check. The evaluation will take into consideration issues of Biblical qualification,
546 alignment with the doctrine and mission of CSBC, calling, heart, ministry
547 involvement, availability, maturity, and the like.

548

549 Upon approval by the Board of Elders, Elder candidates will be presented to the

550 entire church for affirmation at a duly called church business meeting, having
551 given at least fourteen (14) days notice of such presentation. A candidate Elder
552 must receive at least a three-quarters (3/4) affirmative vote for approval. Those
553 men having been affirmed by the congregation will be included in the pool of
554 recognized Elders.

555 At least fourteen (14) days prior to election, the Board of Elders will present
556 nominations to serve on the Board for the upcoming church year. Elders elected
557 to the Board of Elders will be defined as "Serving Elders."

558 Elders may be elected to the Board as serving Elders no more than two consecutive
559 three-year terms and may not be re-nominated to the Board for a period of at least
560 one year. Elders will remain in the pool of Elders unless removed by resignation or
561 discipline.

562

563 REMOVAL OF NON-STAFF ELDERS. An Elder's term of office may be
564 terminated by resignation or dismissal. Any two members of the church with
565 reason to believe that an Elder should be dismissed will express such concern to
566 the remaining members of the Board of Elders. Any such action shall be done in
567 accordance with the instructions of our Lord in Matthew 18:15-17 and 1 Timothy
568 5:17-21. A vote of a two-thirds (2/3) majority of the members present and qualified
569 to vote shall make valid termination of said office.

570

571 SECTION 2. SENIOR PASTOR & ASSOCIATE PASTOR(S)-STAFF

572 ELDERS

573

574 SENIOR PASTOR. The Senior Pastor shall be an Elder. He shall perform the
575 duties of and meet the qualifications for an Elder as described in the Scripture and
576 detailed in the CSBC Constitution. The Senior Pastor shall be recognized by the
577 church as particularly gifted and called to the full-time ministry of preaching and
578 teaching.

579

580 The Senior Pastor's specific duties shall be defined by a full position description
581 to be made available to the congregation and maintained on file in the church
582 office.

583

584 The Senior Pastor shall be accountable to the Board of Elders. The Pastor shall
585 select for himself a Pastor Accountability Team to whom he will be accountable
586 regarding issues relating to his qualifications to serve. The members of this group
587 may be members or non-members selected by the Senior Pastor, approved by the
588 Elders, and reporting no less than annually to the Elders.

589

590 His call shall not be subject to the term limitation mandated for non-staff Elders.

591

592 In the absence or incapacity of the Senior Pastor, the Elders shall assume
593 responsibility for his duties, any of which may be delegated.

594

595 CALLING A SENIOR PASTOR. When the position of Senior Pastor is vacated,
596 the Board of Elders will take appropriate action to secure a qualified candidate to
597 serve as Senior Pastor. The Elders shall be authorized to request from the church
598 such finances as are necessary for the process of calling a Pastor. The Elders will
599 recommend the candidate to the membership.

600

601 The church must be given adequate opportunity to meet and assess the preaching
602 gifts of any potential Senior Pastor. Before being asked to express its judgment,
603 the church must receive assurance from the Elders that, having interviewed the
604 man concerned, they are in no doubt as to his wholehearted assent to the
605 Statement of Faith and Church Covenant. Notice of the nomination of a man to be
606 elected to membership and called as Senior Pastor (which shall include, if
607 necessary, election to membership of his wife if he is married) must be given at
608 two (2) Sunday morning services following the nomination, prior to the vote at a
609 members' meeting. A vote of three-fourths (3/4) of the members present and
610 qualified to vote shall be necessary to extend a call.

611

612 TERMINATION OF THE RELATIONSHIP BETWEEN THE CHURCH AND A
613 PASTOR. The relationship may be terminated upon sixty (60) days' notice on the
614 part of a Pastor or the church. The Board of Elders may, for cause, immediately
615 relieve a Pastor of his duties until the completion of the customary means of
616 investigation and determination.

617

618 Termination of said relationship may be voted at any business meeting of the
619 church, notice of such meeting and its purpose having been read from the pulpit
620 on two (2) successive Sundays. A vote of a two-thirds (2/3) majority of the
621 members present and qualified to vote shall make valid termination of said
622 relationship.

623

624 ASSOCIATE PASTOR(S). Additional associate pastoral staff positions may be
625 added as deemed necessary. An Associate Pastor shall be an Elder. He shall
626 perform the duties of and meet the qualifications for an Elder as described in the
627 Scripture and detailed in the CSBC Constitution.

628

629 The specific duties of an Associate Pastor shall be defined by a full position
630 description to be made available to the congregation and maintained on file in the
631 church office.

632

633 All Associate Pastors shall be accountable to the Board of Elders and the Senior
634 Pastor.

635

636 His call shall not be subject to the term limitation mandated for non-staff Elders.

637

638 One Associate Pastor may become a voting member of the Board of Elders by vote
639 of that board.

640

641 In the absence or incapacity of the Senior Pastor (such as sabbatical or illness),
642 the Associate Pastor(s) shall assume the responsibility for his duties under the
643 oversight of the Elders.

644

645 CALLING OR TERMINATION OF AN ASSOCIATE PASTOR. The calling or
646 termination of an Associate Pastor shall happen under the direction of the Board
647 of Elders following the processes outlined under the calling and termination of the
648 Senior Pastor.

649

650 SECTION 3. DEACONS. Deacons are ministry directors who support the
651 proclamation of the Word, meet physical needs, and implement specific ministries.

652

653 A Deacon oversees, supports, and coordinates the ministries in his or her
654 designated ministry sphere. Deacons are responsible to determine and oversee
655 programming, while the Elders are responsible for evaluation based on its
656 appropriateness and effectiveness in furthering the overall mission of CSBC.
657 Deacons oversee specific ministries, projects, and the volunteer leaders within
658 their ministry areas, while Elders are overseers of the entire organization. Elders
659 and Deacons will meet together at least quarterly for encouragement, support, and
660 evaluation of church ministries.

661

662 Deacons are accountable to the Elders whose role is to oversee, pray for, support,
663 and encourage these ministry directors. In cooperation with the Elders, Deacons
664 recruit, supervise, train, review, and coordinate volunteers to work within their
665 respective areas of responsibility. Those responsibilities include but are not
666 limited to assisting in planning, organizing, and staffing a particular ministry
667 sphere, initiating action, encouraging, managing outcomes, submitting annual
668 budgets for their ministry area, and assuring adherence to approved budgets. An
669 individual may be hired as a paid Deacon, but a paid staff person may not hold dual
670 roles as a paid staff member and a Deacon in another ministry sphere.

671

672 ELECTION, TERM, AND REMOVAL. All Deacons shall satisfy the
673 qualifications for the office of Deacon as outlined in the CSBC Constitution.
674 Deacon is a gender-neutral term and as such will be used to designate both men
675 and women.

676

677 Deacons will be screened and evaluated for service as follows: at a time as set by
678 the Elders, but no less frequently than annually, each member of the church will be
679 given the opportunity to nominate any man or woman, who is a member of CSBC,
680 as a candidate for Deacon. All nominations will be gathered and evaluated by the
681 Elders or a subgroup thereof.

682

683 At least fourteen (14) days prior to their election, the Board of Elders will present
684 nominations for Deacons to serve for the upcoming year. Annually, Deacons will
685 be evaluated by the Elders and reaffirmed by vote of the congregation.

686

687 A Deacon's term of office may be terminated by resignation or by dismissal. Any
688 two members of the church with reason to believe that any Deacon should be
689 dismissed will express such concern to the Elders. Any such action shall be done
690 in accordance with the instructions of our Lord in Matthew 18:15-17. Following
691 this model, any of the Deacons may be dismissed by a unanimous vote of the
692 Elders, or by a vote of a two-thirds (2/3) majority of the members present and
693 qualified to vote at a special business meeting convened for the purpose.

694

695 SECTION 4. OFFICERS. Each member of the church will be given the
696 opportunity to nominate any man or woman, who is a member of CSBC, as a
697 candidate for office. Job descriptions for each of the following positions are to be
698 compiled by the Elders and kept on file in the church office. At least fourteen (14)
699 days prior to their election, the Board of Elders will present nominations for officers
700 to serve for the upcoming year. Annually, officers will be evaluated by the Elders
701 and reaffirmed by vote of the congregation.

702

703

704 CLERK AND ASSISTANT CLERK. The Clerk and an Assistant Clerk shall be
705 elected by the membership. The duty of the Clerk is to maintain a complete record
706 of the transactions of all church business meetings. The minutes shall be
707 submitted for approval at the following meeting. A record of the names and
708 addresses of members, with dates and manner of admission and dismissal shall
709 be kept by the Clerk, as well as a record of baptisms, and a list of those suspended
710 or erased from membership. The Clerk shall remove a deceased person's name
711 from the membership list prior to the next quarterly business meeting. The Clerk
712 shall issue letters of dismissal and recommendation voted by the Church, preserve
713 on file all communications and written reports, and unless otherwise delegated,
714 give notice of all business meetings where such is required by our Constitution.
715 The Clerk shall deliver immediately to his/her successor all books and records
716 pertaining to this office. If the Clerk is unable to perform his/her duties, then they
717 shall devolve upon the Assistant Clerk.

718

719 TREASURER AND ASSISTANT TREASURER. The Deacon of Finance will
720 serve in the dual capacity of Treasurer. The membership will elect the Deacon of
721 Finance/Treasurer and an Assistant Treasurer. The Treasurer will be authorized to
722 hire a part-time bookkeeper. The Treasurer (or Assistant Treasurer, in the absence
723 of the Treasurer) will supervise and annually evaluate the bookkeeper. All income
724 reported by the Head Collector will be recorded. Disbursements shall be made by
725 checks drawn in the name of the church. Accounts shall be kept for all funds raised
726 or contributed for particular purposes, and no funds shall be disbursed except for
727 the purpose for which they were raised or contributed. Funds shall be disbursed
728 for the reduction of church indebtedness only on the order of the Finance Ministry.
729 Ultimate responsibility for all the above lies with the Treasurer, who will, at his or
730 her discretion, delegate specific tasks to the bookkeeper, who will be responsible
731 for the day-to-day accounting tasks.

732

733 HEAD COLLECTOR. The Head Collector shall be elected by the membership. It
734 shall be the Head Collector's duty to serve as a Collector, to keep records of all
735 contributions made, and to train the Collectors. The Head Collector shall present
736 a report to the Treasurer weekly. The Head Collector shall be accountable to the
737 Finance Ministry.

738

739 COLLECTORS AND RESERVE COLLECTORS. In addition to the Head
740 Collector there shall be at least three, and not more than five Collectors elected by
741 the membership. There shall be no less than two individuals present whenever
742 monies are being handled. The Collectors shall be accountable to the Finance
743 Ministry and shall handle all offerings and donations in accordance with the
744 procedures established by the Finance Ministry. The Collectors shall render a
745 detailed report to the Head Collector every week along with the receipt for the
746 deposit. Any former Collector may serve as a Reserve Collector, available to be
747 called upon whenever there is a shortage of Collectors due to unavailability.

748

749 FINANCIAL REVIEWER. There shall be a Financial Reviewer selected by the
750 church membership. It shall be the duty of the Financial Reviewer to review all of
751 the Bookkeeper's church records and the Deacon's Fund records at the close of
752 the year and other times if required. The purpose of this review is to ensure the
753 financial activities of the church are accurately reflected in the financial reports
754 presented to the congregation with no material misstatements.

755

756 MODERATOR AND ASSISTANT MODERATOR. The primary responsibility
757 for the position of Moderator is to preside at all church business meetings and
758 ensure the orderly presentation of reports, communiqués, regular business, and
759 special business as previously posted. The Moderator (or in his/her absence the
760 Assistant Moderator) shall, in conjunction with the church Clerk, determine if a
761 quorum has been met. The Moderator is charged with administering and following
762 rules of order that have been previously agreed upon in consultation with the Board
763 of Elders.

764

765 The Moderator and Assistant Moderator shall be nominated and presented to the
766 church membership for confirmation at the annual church business meeting.

767

768 In the absence of the Moderator, the Assistant Moderator will fulfill the
769 Moderator's responsibilities.

770

771 ARTICLE III: FINANCIAL AUTHORITY

772

773 It will be the responsibility of the Finance Ministry to oversee the financial aspects
774 of the church.

775

776 The Finance Ministry shall be composed of the following: A Deacon assigned to
777 and responsible for this ministry, who will serve in the dual capacity of Treasurer,
778 the Assistant Treasurer, and the Head Collector. In addition, this ministry will also
779 include at least two, but not more than three members-at-large, elected by the
780 congregation upon presentation and recommendation of the Elders.

781

782 The Finance Ministry will manage the congregationally approved budget, manage
783 all church funds and investments, review all unexpected and/or unusual expenses
784 recommended by the church membership, and strive to insure the continued
785 financial solvency of the church. Spending by any ministry may not exceed the
786 authorized budget without prior approval of the Finance Ministry, and by a vote of
787 the church membership.

788

789 The Finance Ministry shall report quarterly to the church membership and shall
790 report no less frequently than monthly to the Elders.

791

792 ARTICLE IV: ORGANIZATION OF MINISTRIES

793

794 The ministry of CSBC will be divided into five spheres. There will be at least one
795 Deacon for each sphere of ministry; however, the total number of Deacons in each
796 ministry sphere shall be determined by the current need of the ministry and the
797 availability of gifted persons.

798

799 Deacons will coordinate the ministries and volunteer leaders within their ministry
800 sphere. Volunteer leaders are not subject to term limits but are subject to periodic
801 review by the supervising Deacon in consultation with the Elders. Every individual
802 ministry, event, or activity will fall within one of the five spheres of ministry,
803 approved, and coordinated by the Deacon(s) in that sphere, and be subject to
804 evaluation by the Elders, or fall directly within the purview of the Elders, to ensure
805 fidelity to the overall mission of CSBC. The five spheres of ministry are:

806

807 STEWARDSHIP. This sphere of ministry oversees all aspects of the stewardship
808 of our facilities, property, and monetary holdings. Examples include but are not
809 limited to oversight and administration of our financial authority, use, and the
810 maintenance of our facilities and property. The deacon who oversees our facilities
811 will supervise and annually evaluate custodial staff.

812

813 WORSHIP GATHERINGS. This sphere of ministry oversees all aspects of our
814 corporate worship. Examples include but are not limited to audio/visual,
815 aesthetics, ushers, greeters, communion preparation, and music oversight.

816

817 SPIRITUAL GROWTH. This sphere of ministry oversees all aspects of Christian
818 growth and discipleship. Examples include but are not limited to Christian
819 education classes and events, oversight of the church library, growth opportunities
820 for adults, teens, and children, our Church Protection Policy (CPP), and oversight
821 of childcare.

822

823 COMMUNITY. This sphere of ministry oversees all aspects of our corporate life.
824 Examples include but are not limited to benevolence, visitation, hospitality/meals,

825 community building events and activities, and Home Groups. A select group of
826 Deacons shall receive, hold, and disburse a fund for benevolence, reporting on its
827 use to the Elders at their request.

828

829 OUTREACH. This sphere of ministry oversees all aspects of our church's
830 outreach. Examples include but are not limited to local outreach activities, short-
831 term missions' opportunities, and the oversight of our missionaries, both home
832 and abroad.

833

834 Individual ministry teams within each of these five ministry spheres will meet as
835 needed to review their activities and to plan/organize their efforts. The Deacon(s)
836 responsible for a ministry sphere may on occasion call together all the ministries
837 within that sphere for coordination, planning, or training.

838

839 ARTICLE V: MEETINGS/QUORUMS

840

841 SECTION 1. The church shall plan to meet regularly on the Lord's Day for public
842 worship and for the study and teaching of the Bible. The ordinance of the Lord's
843 Supper shall be observed no less than monthly.

844

845 SECTION 2. The Annual Meeting of the church for the presentation of written
846 annual reports of officers and the transaction of any other business shall occur in
847 March each year.

848

849 Additional business meetings of the church shall be held in June, September, and
850 December. Due to inclement weather or other unforeseen developments, business
851 meetings may be postponed for a short period of time. The annual church budget
852 shall be voted upon at the business meeting prior to the beginning of the new fiscal
853 year. The agenda for all business meetings will be posted at least seven (7) days
854 in advance.

855

856 SECTION 3. Special meetings may be called by the Pastor, Chairman of the
857 Board of Elders, Clerk, or any five (5) members of the church who shall present
858 their request in writing to the Clerk. Notice of such meeting and the object for
859 which it is called shall be posted in a conspicuous place seven (7) days in advance
860 of the date of the meeting. At any of the regular meetings of worship, however, the
861 church may, without notice, act upon the reception or dismissal of members or
862 upon the recommendation of members to other churches. Business at these
863 meetings shall be limited to the announced agenda.

864

865 SECTION 4. A two-thirds (2/3) majority vote of the members present and
866 qualified to vote at a duly called business meeting are required to approve any
867 significant financial transaction of the church. A significant financial transaction
868 is defined as one that involves the real property of the church (land and buildings)
869 and would typically include, but is not limited to, mortgaging activity, new debt,
870 acquisition of new real property, disposal of existing real property or any
871 agreement that otherwise legally commits or binds upon real property of the
872 church.

873

874 SECTION 5. All Church members who are at least eighteen (18) years of age
875 shall be eligible to vote at all business meetings of the church.

876

877 SECTION 6. Twenty-five percent (25%) of the church membership shall
878 constitute a quorum at all business meetings.

879

880

ARTICLE VI:

881

ARBITRATION, INDEMNIFICATION, & DISSOLUTION

882

883 BINDING ARBITRATION. In compliance with the Biblical command that
884 Christians should make every effort to live at peace and to resolve disputes with
885 each other in private or within the church (Matthew 18:15-20; 1 Corinthians 6:1-8),
886 any claim or dispute arising between persons who were members of the fellowship

887 when the claim or dispute arose shall be settled by biblically based mediation and,
888 if necessary, legally binding arbitration in accordance with the rules found in the
889 CSBC policy manual.

890

891 INDEMNIFICATION. If a legal claim or criminal allegation is made against a
892 person because he or she is or was an officer, employee, or agent of the church,
893 the church shall provide indemnification against liability and costs incurred in
894 defending against the claim provided the Elders determine that the person acted
895 in good faith, with the care an ordinarily prudent person in a similar position would
896 exercise under similar circumstances, and in a manner the person reasonably
897 believed to be in the best interest of the church, and the person had no reasonable
898 cause to believe his or her conduct was unlawful.

899

900 DISSOLUTION CLAUSE. Upon the dissolution of the church, the corporate
901 officers shall, after paying or making provision for payment of all liabilities of the
902 church, and in accordance with Maine state laws, dispose of any remaining assets
903 by apportionment to those individuals or ministries in service for the Lord which,
904 at the time of dissolution, are supported by the church.

905

906 ARTICLE VII: TAX EXEMPT PROVISIONS

907

908 PRIVATE INUREMENT. No part of the net earnings of the church shall inure to
909 the benefit of or be distributable to its members, officers or other private persons.
910 The church shall be authorized and empowered to pay reasonable compensation
911 for the services rendered and to make payments and distributions in furtherance
912 of the purposes set forth in church budget and business meetings.

913

914 POLITICAL INVOLVEMENT. In accordance with the current laws governing
915 501(c)(3) corporations, the Pastor may at his discretion: preach sermons which
916 advocate the application of biblical morality to legislative issues, may authorize

917 announcements regarding legislative issues, may permit voter registration, and
918 may permit the distribution of non-partisan voter guides.

919

920 That said, no substantial part of the activities of the church shall be for the purpose
921 of influencing legislation, nor shall the church participate in any political campaign
922 on behalf of any candidate for public office.

923

924 ARTICLE VIII: AMENDMENTS TO BYLAWS

925

926 The Bylaws may be amended or replaced when the Elders and/or the members of
927 the church recognize the need for change. When such a need is believed to be
928 present, the Elders may appoint a Bylaws Workgroup or the Elders themselves may
929 propose modification(s). A proposed bylaw change shall be communicated to the
930 congregation in written form. Notice to approve or reject the proposal at a
931 business meeting must be given at least twenty-eight (28) days prior to the date
932 of said business meeting. A two-thirds (2/3) majority of the members present, and
933 voting is required for passage of the proposed amendment(s).

934

935 ARTICLE IX: TRANSITION

936

937 Upon acceptance of this Constitution and Bylaws there will be a period of
938 transition anticipated to require several months. The current Deacons will help
939 establish the initial board of serving Elders by collecting nominations from the
940 congregation, screening nominees, and presenting Elders to be affirmed by the
941 congregation as defined by these new Bylaws. Once the serving Elders have been
942 established, the current Board of Deacons will disband and the Board of Elders will
943 lead the transition by defining ministry needs, collecting nominations, screening
944 persons for each Deacon position, and helping the congregation decide the
945 unknowns.

946

947 All existing boards and committees will continue to operate until their replacement,
948 assumption, or absorption is effected as defined by these new Bylaws and under
949 the direction of the Board of Elders. It is the intention during this transition period
950 to evaluate each existing ministry of the church and include it under one of the
951 defined spheres of ministry.

952

953 Throughout this transition period the leadership will communicate regularly with
954 the church membership on the progress of the transition and respond to questions
955 and concerns, either through the regular quarterly business meetings or special
956 business meetings.

957

958

959 Date of Adoption:

960 November 21, 2010

961

962 Statement of Faith [Article II] Amended September 25, 2013

963

964 Part I: [Section 1 and Section 5 - Head Collector]; [Section 6 - Collectors]; Part II:
965 Bylaws - Article II: Personnel [Head Collector, Collectors and Reserve Collectors];
966 Article III: Financial Authority - Amended December 16, 2015

967

968 Constitution, Article V, Section 4; Bylaws, Article II, Section 4 (Officers), paragraph
969 one; Bylaws, Article III: Financial Authority, paragraph two – revised March 19,
970 2019

971

972 Bylaws Amended September 24, 2020 – Stating the unrivaled authority of Scripture
973 Constitution, Article II: Statement of Faith, Bible; 2. Improved language
974 Constitution, Article III: Church Covenant; 3. Improved language Constitution,
975 Article IV: Governance; 4. Improved language Constitution, Article V: Section 3:
976 Clerk; 5. Improved language Constitution, Article VI: Membership, Section 3:
977 Church Discipline; 6. Deceased members Constitution, Article VI: Membership,

978 Section 4: Termination of Membership; Bylaws, Article II: Personnel, Section 4:
979 Clerk and Assistant Clerk; 7. Members no longer attending Constitution, Article VI:
980 Membership, Section 4: Termination of Membership; 8. Consistent terminology for
981 head collector Constitution, Article VI: Membership, Section 4: Termination of
982 Membership; Bylaws, Article II: Personnel, Section 4: Treasurer and Assistant
983 Treasurer; Bylaws, Article III: Financial Authority; 9. Supervision of church staff
984 Bylaws, Article II: Personnel, Section 1: Elders, Duties; Bylaws, Article II: Personnel,
985 Section 4: Treasurer and Assistant Treasurer; Bylaws, Article IV: Organization of
986 Ministries, Stewardship; 10. Serving and non-serving elders Bylaws, Article II:
987 Personnel, Section 1: Elders, Election and Term of Non-Staff Elders; Bylaws, Article
988 II: Personnel, Section 1: Elders, Evaluation for Service; 11. Notice of Nominations
989 Bylaws, Article II: Personnel, Section 1: Elders, Evaluation for Service; Bylaws,
990 Article II: Personnel, Section 1: Elders, Evaluation for Service; Bylaws, Article II:
991 Personnel, Section 4: Officers; 12. Staff and deacons Bylaws, Article II: Personnel,
992 Section 3: Deacons; 13. Business notices Bylaws, Article II: Personnel, Section 4:
993 Clerk and Assistant Clerk; 14. Elder oversight Bylaws, Article IV: Organization of
994 Ministries; 15. Postponement of business meeting Bylaws, Article V:
995 Meetings/Quorums - See Business Meeting Minutes for specific changes
996
997 Article III – Church Covenant; Article VI: Membership Section 2; Article VI:
998 Membership Section 3 Church Discipline. - Amended December 15, 2020.
999
1000 Constitution Article V - Officers, Section 1 and 7 and By-laws Article II: Personnel,
1001 Section 4. Officers – Changed "Auditor" to "Financial Reviewer" and updated
1002 Financial Reviewer duties. Amended June 17, 2021
1003
1004 Article V. Meetings/Quorums; Section 2, Paragraph 2, Lines 851-853. Revised
1005 December 16, 2021.