

OUR CHURCH

Constitution & Bylaws

**Community
Baptist
Church**
kodiakcbc.org

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Article I: Name and Purpose

Section 1: Name

The name of the church shall be the Community Baptist Church, 216 Mill Bay Road, Kodiak, Alaska. It is referred to in this Constitution as "CBC."

Section 2: Purpose

The purpose of this church shall be the advancement of the reign of the spirit of Christ in human life through worship, evangelism, fellowship, Christian education, missions and church operations.

Section 3: Mission Statement

To reach up to God through worship prayer and fellowship, to reach in to build up a congregation that uses its gifts in Christian ministry, and to reach out to the community and beyond with the Gospel of Jesus Christ.

Section 4: Vision Statement

To become a beacon of light to the lost and provide hope to the hurting through the Gospel of Jesus Christ.

Article II: Policy and Affiliation

Section 1: Policy

The policy of this church shall be established by its members.

Section 2: Affiliation

The church shall be affiliated with the Alaska Baptist Churches and Institutions and the American Baptist Churches USA. Locally, CBC is affiliated with the Kodiak Baptist Mission (KBM) and Camp Woody.

Article III: Statement of Faith and Church Covenant

Section 1: Statement of Faith

We are a people for whom worship is a priority. We believe our main purpose is to glorify God. We believe Jesus Christ calls us to mission, discipleship and service.

We Believe that:

- the Bible is the Word of God. It is our authority for faith and conduct.
- salvation is by faith in Jesus Christ, the only Son of God, who died on the cross for our sins.
- the Holy Spirit is given to believers to guide and empower us to live for Christ.
- the Church is gathered by God to express the presence of Christ in our world today.
- each believer is given spiritual gifts and abilities by the Holy Spirit for ministry.
- we are sinners saved by God's grace and we invite others to experience God's grace and forgiveness.
- Jesus Christ will return one day for His church.

Section 2: **Church Covenant**

We strive to:

- use our spiritual gifts and abilities in the ministries of the church.
- be accountable to each other in attendance, giving and prayer.
- hold the Bible as our authority for faith and conduct.
- follow Christ in our daily lives.
- share our joys and concerns with each other.
- love one another by helping each other with our common needs.
- reach out to others with the love of Christ.

Article IV: Membership

CBC encourages church membership as a demonstrative faith commitment to the principle of continuing to meet together to spur one another on toward love and good deeds.

And let us consider how to stir up one another to love and good works, not neglecting to meet together, as is the habit of some, but encouraging one another, and all the more as you see the Day drawing near.

Hebrews 10:24-25 (ESV)

Section 1: **Eligibility**

Any person who professes his faith in the Lord Jesus Christ and has accepted Him as personal Savior shall be eligible for membership in this church.

Section 2: **Classification**

(A) Active Members' Qualifications

1. By profession of faith in Jesus Christ as personal Savior and baptized by Believer's Baptism. First decisions for Jesus Christ must be baptized by immersion.
2. Transfer of church membership by letter, having been baptized.
3. By previous Christian experience and baptism by immersion.

Admission for membership is through the admission process outlined in Section 3 below.

(B) Associate Members

Persons who belong to another church and are in Kodiak temporarily who wish to continue their Christian experience and fellowship with CBC may become Associate members. This fellowship may be entered into upon profession of faith and Christian experience and through the admission process outlined in Section 3 below.

1. Associate members may vote in church meetings on all matters except those related to the sale or purchase of Church property.
2. Associate members cannot be Church officers but may be elected to serve on any standing committee or volunteer on a standing committee or temporary committee upon approval by the respective committees.
3. Associate members do not lose their membership in their former church, but upon leaving Kodiak permanently are dismissed from membership. Membership can not be transferred, only recommended.

Section 3: **Admission**

All candidates for membership shall be interviewed by the Pastor and/or a representative from the Deacons. Admission to membership shall be upon recommendation by the Pastor and congregational affirmation.

All active church members are eligible to vote at any scheduled church meeting. The Church Moderator shall outline the criteria for active church membership at each meeting and each church member shall determine, as a matter of conscience, whether he/she shall be eligible to vote.

All persons uniting with this church will be acquainted with this constitution by the Pastor and/or his/her designated representative. These new members will immediately be given opportunities to fulfill their obligations of stewardship as to worship, service and giving as described in the church covenant. After requirements of membership have been met, each new member shall be extended the Right Hand of Fellowship by the Pastor in recognition of his/her admission and entitlement to all rights and privileges of the church as specified herein.

Section 4: **Transfer of Membership**

Church membership shall be transferred at the request of the member by transmission of a letter to a church of the member's choice. Every such letter shall state the method of receipt into membership of this church.

Section 5: **Dismissal**

When, after careful scriptural guidance and diligent consideration in the Spirit of Christ, the Pastor and/or Executive Board finds that any member has failed his/her obligations to this church, to live commensurate with the purpose of the church, the Pastor and/or Executive Board shall recommend that the member be dismissed for cause. This action shall be taken only after the member has been made aware of and counseled regarding the allegations and the privilege of a hearing before the Executive Board has been afforded.

Section 6: **Inactive Members**

Any member failing to attend or support the church for one year shall be placed on an inactive list. Inactive members forfeit their right to vote. After five consecutive years on the inactive list, the member shall be automatically dropped from the church roll. However, inactive members shall be reinstated as active when they participate in the life of the church for one month.

Article V: Church Congregation and Church Council

Section 1: **General**

CBC is a welcoming church community and encourages participation in the life of the church. Individuals regularly present during a congregational service shall comprise the Church Congregation. The **Church Congregation** shall:

- fellowship and minister with one another as part of the Church congregation during worship services and special congregational activities.
- support one another in the ministries of the church body and in the ministries of individual church members within the Body of Christ.
- participate in the commissioning of approved representatives from CBC that are sent from the church in Christian service.

The **Church Council** shall:

- consist of all CBC members in good standing that attend a duly noticed church business meeting. Members in good standing shall be determined by the Church Clerk and a list provided to the Church Moderator prior to any church business meeting.
- approve a church budget at the Annual Church Meeting.
- hold in trust all the property of the church. No land or buildings shall be bought or sold without approval of the Church Council.
- approve any changes to the Church Constitution by a two-thirds majority vote.

The Pastor and Church Moderator shall each prepare a report for the Church Council of the Executive Board's discussions and/or actions between each Church Council meeting. The Church Clerk, Treasurer, each standing committee chairperson and the Lead Deacon shall each also prepare a report for the Church Council of their respective activities between each Church Council meeting.

Section 2: **Meeting Frequency and the Election of Officers**

The Church Council shall meet annually in January of each year and from time-to-time as determined by the Church Moderator in consultation with the Executive Board and/or the Pastor but not less than twice per year.

At the annual Church Council meeting, the Church Council shall elect, by a majority vote of those present at the Church Council meeting the following:

- The church officers including the Church Moderator, Church Clerk and Church Treasurer
- Standing committee members whose terms have ended.
- A chairperson from each standing committee for Executive Board membership.
- A Lead Deacon for Executive Board membership.

All representatives of the Executive Board shall demonstrate mature Christian values commensurate with deacon-like qualifications in accordance with 1 Timothy, chapter 3.

Section 3: **Standing Committees**

Standing church committees shall consist of the Christian Education Committee, the Evangelism/Missions Committee, the Trustees Committee and the Worship/Fellowship Committee. The Pastoral Relations Committee is a sub-committee of the Executive Board. Other committees, temporary in nature, shall be created as determined by the Executive Board.

Section 4: **Composition, Terms and Term Limits**

- (A) The Executive Board shall be comprised of nine persons including the Pastor, the Church Moderator, the Church Clerk, the Church Treasurer, the elected chairperson of each of the church's four standing committees and the Lead Deacon. All members of the Executive Board excluding the Pastor shall serve one-year terms, limited to three consecutive terms.
- (B) The Church Moderator's term shall be one year, limited to three consecutive terms. Following three years of service, Church Moderators may be reelected to serve again following a one-year absence.

- (C) The Church Clerk's term shall be one year, limited to three consecutive terms. Following three years of service, Church Clerks may be reelected to serve again following a one-year absence.
- (D) The Church Treasurer's term shall be one year, limited to three consecutive terms. Following three years of service, Church Treasurers may be reelected to serve again following a one-year absence.
- (E) The Pastor in consultation with the Lead Deacon shall designate no less than two other Deacons from active church membership. The Deacons' terms shall be one year.
- (F) Each standing committee shall have no less than three members and may be expanded as determined by the Executive Board. All duly elected members of standing committees will serve three-year terms and may be reelected for succeeding terms.
- (G) In the absence of the Moderator, the Church Clerk shall serve as the Moderator. If the Moderator and the Church Clerk are both absent, the Church Treasurer shall serve as the moderator.

Section 5: Functions

- (A) The Executive Board is responsible for the following:
 1. Oversee and coordinate the activities of the church and shall be responsible, to the extent practicable, for the spiritual and material well-being of members.
 2. Prepare an annual budget and an annually reviewed strategic plan for approval at the Annual Meeting.
 3. Annually consider whether any of the Church's standing committees need to be enlarged.
 4. Provide written reports to the Church Council no less than twice annually.
 5. Coordinate the annual church program and calendar.
 6. Work with the Pastor to prepare job descriptions for all church staff.
 7. Consult and approve by majority vote the Pastor's recommendation for church staff, including full or part-time workers as deemed necessary for church operation.
 8. Publish for the Church Council the minutes of each Executive Board meeting.
 9. Appoint a Nominating sub-committee of three members at least two months prior to the annual business meeting.
 10. Appoint a Pastoral Relations committee of three members including the Moderator, one person chosen by the Pastor, and one from the church at-large. Their terms are as noted in Article VI, Section 4, (B).
 11. Supervise and delegate external communications with outside entities.
 12. Appoint other committees as needed for special purposes including for the assessment of specific congregational needs.
- (B) Church Moderator shall be the chairperson of the Church Council and the Executive Board. The Church Moderator is responsible for the following:
 1. See that the Church operates within the Church Constitution and By-Laws.
 2. Meet regularly with the Pastor but not less than twice per month.
 3. Initiate discussion about and consideration of matters that will enhance the life and mission of the church.
 4. Serve on the Pastoral Relations Committee.
- (C) The Church Clerk is responsible for the following:
 1. Preserve all church documents in a safe place.
 2. Maintain accurate records of church members including the date and method of their receipt into church membership.

3. Prior to any church business meeting, provide the moderator with a list of: (1) church members in good standing; (2) associate members; (3) church members who appear to be inactive; and (4) regular attending non-members.
 4. Develop and maintain minutes of Executive Board and Church Council meetings
 5. Receive all letters of application and prepare all letters of transfer of church membership.
 6. Collaborate with the Church Secretary to maintain the Church Directory.
 7. Inform the Executive Board regarding members who appear to have become less active in the past six months.
 8. Serve as a member of the Executive Board.
- (D) The Church Treasurer is responsible for the following:
1. Keep proper records of receipts and disbursements of all church funds and submit quarterly reports of the financial affairs of the church to the Trustees Committee.
 2. Provide a year-to-date financial report of the financial affairs of the Church Council at each scheduled meeting.
 3. Pay from the available church funds all bills, salaries and expenses as provided for in the approved budget as they become due, except when monies are insufficient, at which time only those bills as may be determined by the Executive Board prior to payment.
 4. Serve as a member of the Executive Board and the Trustees Committee.
- (E) The Deacons are responsible for the following:
1. Consult with the Pastor regarding the spiritual health of the church on a semi-annual basis and engage to help the Pastor meet the spiritual needs of the church.
 2. Work with the Pastor in planning of classes, counseling of candidates and arrangement of baptismal services for new members.
 3. Manage collection and disbursement of the "Deacons' Fund" which is used to provide financial aid for those in need.
 4. Support and advise the Pastor regarding visitation.
 5. Other ministerial duties regarding the church's spiritual needs as assigned.
- (F) The Christian Education Committee will administer and supervise all educational interests of the church. This committee is responsible for the following:
1. Oversee the youth ministries of the church.
 2. Oversee scholarship programs of the church (educational and/or camping).
 3. Oversee and encourage educational opportunities for small groups and study groups.
 4. Initiate and encourage spiritual growth opportunities.
 5. Plan special educational events such as conferences, Bible studies, and retreats.
- (G) Evangelism/Missions Committee
- The Evangelism/Missions Committee is responsible for establishing, promoting and administering the evangelism and mission program of the church. This committee is responsible for the following:
1. Administer the following denominational offerings yearly:
 - World Missions
 - Retired American Baptist Ministers and Missionaries Offering
 - America for Christ
 - One Great Hour of Sharing
 2. Conduct oversight of the missions' budget and designated missions' funds.
 3. Plan ways for the church to be active in missions locally and abroad.

4. Promote mission awareness within the church.
5. Plan outreach activities that will present Christ to the unsaved locally and non-locally.

(H) Trustees Committee

The Trustees Committee conducts a program of stewardship, education, promotion and the securing of funds to assist meeting all expenses of the church and oversees the care and maintenance of our building and grounds. This committee is responsible for the following:

1. Supervise the collection, counting, banking and disbursement of funds as appropriated by the church.
2. Designate two financial secretaries who shall keep a confidential record of the pledges and contributions of all contributors where a record is possible. They shall issue a confidential report or statement each year to each contributor of record, showing the amounts given toward the separate funds of the church.
3. Hold and disburse trusts or special funds placed under its care.
4. Schedule church work days and secure and supervise whatever services and materials are required for the care and maintenance of the church buildings and properties.
5. Develop and oversee a plan for community use of the church facilities.
6. Prepare a financial report for presentation to the church at the annual business meeting.

(I) Worship/Fellowship Committee: This committee is responsible for the following:

1. Work with the Pastor in arranging and planning church services and opportunities for prayer.
2. Arrange the elements of the Lord's Supper.
3. Provide for worship leadership and pulpit supply when the Pastor is away.
4. Supervise the music program of the church.
5. Arrange for ushers and greeters.
6. Decorate the sanctuary.
7. Plan, promote and supervise the various fellowship and social activities of the church.
8. Supervise the use of the kitchen including supplies, and maintenance.

Section 6: Vacancy in Office

Any office held by a member whose membership is terminated or who removes his place of residency from Kodiak shall automatically be declared vacant.

The Executive Board, from time to time, after making contact with an office holder that may no longer be active in the Church may declare the position vacant.

Article VI: Staff

Section 1: Staff

All persons hired as staff shall be members in good standing of the church.

(A) The Pastor

1. Qualifications

The Pastor of this church shall be an ordained minister recognized (or qualified to be recognized) by the American Baptist Churches U.S.A. It is preferred that the Senior Pastor be a graduate of an accredited seminary with a Master of Divinity degree or equivalent. He/she shall demonstrate a good preaching ability. He/she shall exhibit a Christian character, a living example of compliance with the teachings of the Bible, and have a friendly, helpful, sincere attitude, reflective of Paul's instructions in 1 Timothy, chapter 3 and Titus, chapters 1-3.

2. Role

The Pastor will perform all scriptural and necessary functions of the office, conducting such worship services as the church shall prescribe. The Pastor is accountable to the Executive Board for the duties outlined herein.

- a. Worship (including but not limited to:)
 - Preaching
 - Worship leadership
 - Worship creativity
 - Congregational engagement
 - Administration of ordinances
 - Officiating at weddings and funerals
- b. Teaching (including but not limited to:)
 - Teaching (Bible Study, home groups and membership classes)
 - Evangelism & Discipleship
 - Equipping members for ministry including preparation for Sunday School teaching, home group leadership and engagement in the Church's leadership structure.
- c. Pastoral Care (including but not limited to:)
 - Advancing the spiritual welfare of the Church
 - Providing Pastoral support for individuals, couples, families and/or groups
- d. Church Development (including but not limited to:)
 - Providing leadership in establishing and fulfilling CBC's vision and mission and developing the strategic plan.
 - Identifying and encouraging church outreach.
 - Engaging with and encouraging new ministry opportunities.
 - Supporting other local ministries including but not limited to KBM and Camp Woody.
- e. Professional Development (including but not limited to:)
 - Identifying and participating in professional development opportunities.
 - Identifying and participating in personal spiritual development opportunities.
- f. Administrative Engagement
 - With the Executive Board, preparing job descriptions for all church staff.
 - Supervising all church staff
 - Serving as a voting member on the Executive Board. However, the Executive Board shall be empowered to meet in Executive Session - without the Pastor - to evaluate the Pastor's performance and/or salary.

(B) Other Church Staff

As need and circumstances dictate, the Executive Board will employ other church staff. The Executive Board, in consultation with the Pastor, will prepare a job description.

Section 2: Selection of Staff

(B) The Pastor

Upon the occurrence of a vacancy in the Pastorate, the Executive Board shall select the Pastoral Search Committee. After a suitable candidate is selected, the committee recommends this person to the Church Council for consideration. This recommendation will be followed by an invitation from the Pastoral Search Committee to the candidate to be a guest speaker and to spend a reasonable amount of time giving church members an opportunity to meet the candidate. The church assumes the responsibility for financial obligation incurred by the visit.

After hearing the candidate speak, a special business meeting of the Church Council will be held for the purpose of voting on extending the Pastoral call. Notice of such a meeting will be published and announced from the pulpit for at least two successive Sundays prior to the special meeting. Two-thirds of the members present and voting by written ballot must vote favorably to call the candidate to the Pastorate of the church. In the event the vote is not favorable, the Pastoral Search Committee must repeat the selection process of a candidate until a pastor is called. The Executive Board will request the Executive Minister of the region to supply an interim pastor, at the expense of the church until a permanent pastor is chosen.

In the event a vote for a pastoral call is favorable, the Executive Board will negotiate the terms of employment with the new Pastor.

(C) Church Staff

The Executive Board shall have the authority to employ and to terminate services of all church staff. Termination of church staff other than the Pastor shall be done in consultation with the Pastor and/or by referral of the Pastor. Termination of the Pastor shall be with the concurrence of the Church Council as outlined in Section 3.

Section 3: Term of Service

The election of the Pastor is for an unspecified term of service. The tenure of office can, however, be terminated by 60 days notice on the part of the Pastor unless termination is by mutual consent, in which case the terms of termination shall be mutually agreed by both the Pastor and the Executive Board.

If notice is given by the Church, the following procedure shall be followed:

The Executive Board shall determine by a majority vote at a duly noticed Executive Board meeting to recommend termination of the Pastor's term of service. The basis of the termination shall be specified but need not be made public. The Executive Board shall give notice of their recommendation to terminate the Pastor's term of service to the Church Council in writing along with a written notice for a Church Council meeting to address the issue of the Pastor's termination.

The Church Council shall vote on the issue of termination of the Pastor's tenure only at a noticed business meeting of the Church for that specific purpose. Notice of such meeting and its purpose must be announced no less than one week in advance and shall be read from the pulpit on at least one Sunday. The Executive Board's written basis for termination shall be

available for church membership to review individually upon request. A majority vote of the church members present shall validate a notice of termination.

Article VII: Pastoral and Congregational Care

Section 1: Pastoral Relations Committee

(A) Mission and Duties

The Pastoral Relations Committee shall exist as a sub-committee of the Executive Board and serve as an advocate for and liaison to the Pastor. The Pastoral Relations Committee shall meet as necessary to carry out the specific duties listed below:

- (1) Organize special events for pastoral recognition such as ordination, installation, anniversary, special gift collections, farewells, etc.
- (2) Recommend a pastoral salary and benefit package annually to the Executive Board at budget time.
- (3) Recommend an agreement that outlines negotiated items such as annual time away for the pastoral staff to be approved by the Executive Board.
- (4) Communicate the Pastor's needs and concerns to appropriate church committees and members as requested.
- (5) Communicate the congregation's needs and concerns to the pastoral staff.
- (6) Implement an annual evaluation process, as affirmed by the Executive Board. This process should include such items as a congregational survey, affirmations regarding performance, and suggestions for improvement.
- (7) Maintain confidentiality.

(B) Membership

- (1) The Church Moderator – (one-year term, consecutive with Moderator term).
- (2) Two members from or appointed by the Executive Board.

Section 2: The Deacons

The Deacons are assigned by the Pastor and the Lead Deacon in accordance with Article 5, Section 4, paragraph E (page 5). The Deacons are tasked with collection and disbursement of the "Deacons' Fund" and to work with the Pastor regarding the spiritual health and care of the church in accordance with Article V, Section 5, paragraph E (page 6).

Article VIII: Meetings

Section 1: Weekly Gatherings

(A) Worship Service

A Sunday morning public worship service shall be conducted on each Lord's Day and on any other day that may be designated by the Worship/Fellowship Committee. The Lord's Supper shall be observed at least once monthly and a special offering for the Deacons' Fund received.

(B) Sunday School

A Sunday morning Sunday School shall be conducted on each Lord's Day at the discretion of the Christian Education Committee.

(C) Sunday Evening and Mid-Week

Sunday evening and mid-week activities for fellowship, prayer, Bible study, education and worship will be held at times designated by the Worship/Fellowship Committee.

Section 2: **Regular Business Meeting**

The fiscal year of the church shall coincide with the calendar year. The annual business meeting in January and at least one other business meeting shall be held each year, the dates to be set by the Executive Board at least one month prior to such meetings. At the annual business meeting, written reports for the past year shall be submitted by the Pastor and the chairperson of each standing committee.

Section 3: **Special Business Meeting**

A special business meeting of the church may be called at any time by the Moderator, Pastor, the Executive Board or by written request of ten members, 16 years of age and above and presented to the Moderator stating the reason for such meeting.

Section 4: **Notice of Meetings**

Notice of regular meetings shall be given from the pulpit or in the church bulletin on at least two consecutive Sundays immediately preceding such meeting or by special letter mailed or e-mailed to the membership at least 14 days preceding such meeting. For special business meetings, such notices shall state the specific purpose for which the meeting is convened and no other business shall be considered at such meeting.

Section 5: **Quorum**

In any business meeting no less than 15 members 16 years of age and above shall constitute a quorum.

Section 6: **Meetings of the Church Committees**

Each committee and the Executive Board shall meet not less than once a month at regularly scheduled times. The quorum for meetings shall be two-thirds of the total member number on any committee. Any church member in good standing may attend any committee meeting for the purpose of information. However, the Executive Board shall reserve the right to enter into executive session when discussing personnel, financial and/or other issues the public discussion of which would compromise the sensitive or confidential nature of the matter. Any church member in good standing, upon invitation of the Church Moderator or committee chair may enter into discussion of any matter being considered by each committee.

Section 7: **Procedure**

Robert's Rules of Order, as revised, shall be followed in all business meetings of the Church Council and the Executive Board.

Article IX: Elections and Nominations

Section 1: **Elected Officers, Standing Committee Members and the Lead Deacon**

All officers, members of the standing committees, committee chairs and the Lead Deacon shall be members in good standing and elected. However, individual members in good standing may be assigned to fill vacant positions per Section 3 below.

Section 2: Nominating Committee

The Nominating Committee, appointed by the Executive Board, shall nominate candidates for all vacancies within any standing committee, but this policy does not apply to church officers. It shall be the policy of the church for no member to serve in more than one elected capacity and this policy shall be followed as far as practicable. No member of the Executive Board shall serve in more than one designated seat.

Section 3: Vacancies

Upon occurrence of a vacancy before the end of the term of the position in the Executive Board and/or standing committee, the Executive Board shall fill the vacancy for the remainder of the term by majority vote of the Executive Board.

Section 4: Term of Office

The term of office for each member of each committee shall be for a period of three years, one-third of the members to be elected each year. Church officials shall hold office as noted in Article V, Section 3. Membership to the elective offices shall terminate on the date of the annual meeting or when his/her successor has taken office.

Section 5: Elections

Elections shall be held at each annual business meeting of the church. The ballot offered by the nominating committee shall be published in the church bulletin at least two weeks prior to this election. Additional nominations for any office may be made from the floor during this meeting and shall be determined by the most ballots cast for a nominee for each vacancy. Each officer or standing committee member shall take office immediately upon being elected.

Section 6: Qualifications of Voters

All matters pertaining to the purchase, sale or mortgaging of property or changing church affiliation shall be voted on only by active members who are the legal age of 18. On all other matters, active members who are 16 years of age or older are entitled to vote.

Article X: Amendments

The articles or sections of this constitution may be amended at any business meeting of the church by two-thirds majority vote of the members at said church council business meeting, 16 years of age and above, providing notice has been given as required for such business meetings, stating in full the proposed deletions and/or additions constituting such amendments.

The Church moderator shall initiate a review of the Church constitution and By-Laws as needed but not less than once every three years.

Article XI: Effective Date

This constitution shall take effect after ratification by the church and shall supersede all earlier constitutions, amendments and bylaws of this church.

Article XII: Dissolution of Church

In the event Community Baptist Church of Kodiak, Alaska ceases to exist, its assets shall become the property of Alaska Baptist Churches and Institutions with offices in Anchorage, Alaska.

In the event Alaska Baptist Churches and Institutions ceases to exist, the assets shall become the property of American Baptist Churches USA, headquartered in Valley Forge, Pennsylvania.

Appendix A – Community Baptist Church Ministry and Administration Chart as of January 2019

Under the leadership of the Spirit of Christ, the Church Council organizes and designates responsibilities for the ministry and administration of CBC.

CONGREGATION

All who worship with CBC and who are welcomed and encouraged to participate with and in the ministries of the church in order to serve God.

CHURCH COUNCIL

All church members in good standing who call the pastor, elect servant leaders for the church, approve the annual budget and major expenditures.

PASTOR

Spiritual leader and Functional administrator of the church

EXECUTIVE BOARD

Oversees and coordinates the activities of the church and is responsible for the spiritual and well- material being of the church.

PASTORAL RELATIONS: Advocate for and liaison to the Pastor

DEACONS

Responsible for ministerial support duties as well as disbursement of Deacons' Fund

CHURCH STAFF

STANDING COMMITTEES

CHRISTIAN
EDUCATION
COMMITTEE

EVANGELISM/
MISSIONS
COMMITTEE

WORSHIP/
FELLOWSHIP
COMMITTEE

TRUSTEES
COMMITTEE

Please note that each role/box is differentiated by function and not reduced or elevated in authority