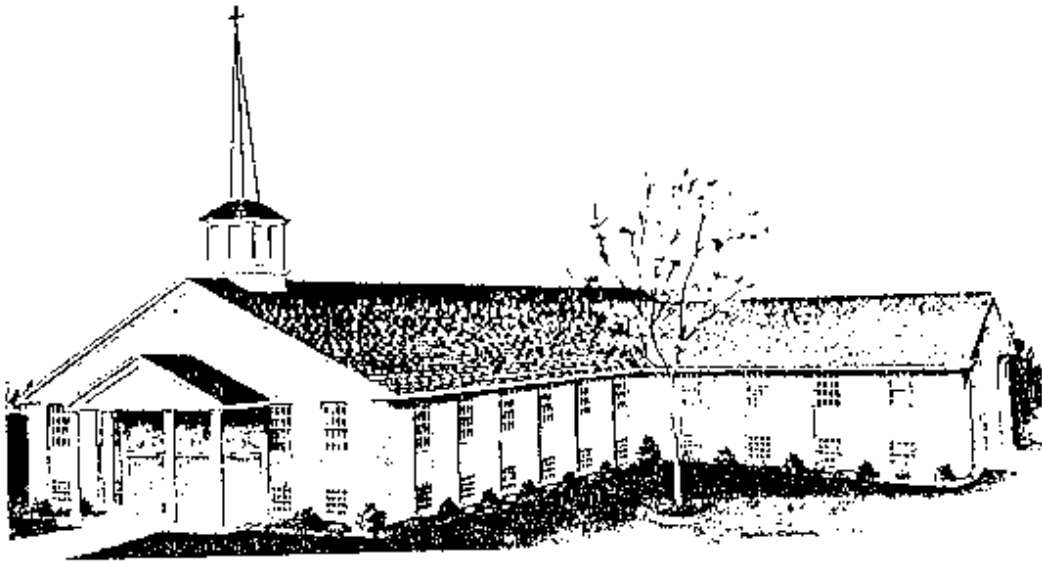


LITTLE WHITE CHURCH STATEMENT OF FAITH AND CONSTITUTION



**UPDATED:
JUNE 8, 2009**

OUR STATEMENT OF FAITH

The Bible

We believe the Bible is God's Word to all men. It was written by human authors, under the supernatural guidance of the Holy Spirit; therefore, it speaks with the authority of God yet reflects the backgrounds, styles, and vocabularies of human authors. Because we believe it is fully inspired and without errors in the original manuscripts, it is the source of truth and final authority for Christian beliefs and living. To disobey its commands is to disobey God Himself. There are no other writings similarly inspired by God. (Psalm 119:105,160; II Tim. 1:13; II Tim. 3:16,17; Matt. 24:35; 2 Peter 1:20,21)

God

We believe there is one true and holy God eternally existing in three persons: the Father, the Son, and the Holy Spirit. These three are co-equal and perform distinct but harmonious functions. We believe God, the Father, is an infinite and personal spirit, perfect in holiness, wisdom, justice, power and love. In the beginning and out of nothing, God created the world and all things in the world in six literal days, manifesting the glory of His power, wisdom and goodness. By His sovereign power, He continues to sustain His creation, He concerns Himself mercifully in the affairs of men, He hears and answers prayer, and He saves from sin and death all who come to Him through Jesus Christ. (Gen. 1:1-31; Duet. 6:4,5; I John 5:7; Matt. 3:16,17; Matt. 28:19; II Cor. 13:14; Eph. 4:6; I Cor. 8:6; I Tim. 2:5; John 5:17,18; Gal. 4:4-7).

Man

We believe man is made in the spiritual image of God, to be like Him in character. He is the supreme object of God's creation. Although the original man and woman (Adam and Eve) were created good and for the purpose of having fellowship with God, they defied God, chose to go their independent way, and were marred by sin in their rebellion toward God. All generations after them have inherited this sinful nature which separates man from God, and results in a corrupted nature unable to please God. (Gen. 1:26; Gen. 2:17; Gen. 3:1-6,24; Ezek. 18:20a; Rom. 3:23; Rom. 6:23; Ps. 8:3-6; Is. 53:6a; Is. 59:1,2)

Human Destiny

We believe man was created to exist forever. Every person will either exist eternally separated from God by choosing to remain in sin, or exist eternally in the presence of God through forgiveness and salvation. To be eternally separated from God is eternal death in Hell. To be eternally in the presence of God is eternal life in Heaven. Heaven and Hell are literal places of eternal destiny, and physical death seals the destiny of each person. There will be no second chances for salvation after death. (John 3:16; John 2:25; John 5:11-13; John 8:24; Rom. 6:23; Rev. 20:15; I Jn. 5:11-12; Matt. 25:41; Luke 16:19-31; I Cor. 6:9-10; Heb. 9:27; Heb. 2:3; II Cor. 6:2)

Jesus Christ

We believe Jesus Christ is the eternal second Person of the Trinity who was united forever with a true human form by a miraculous conception and virgin birth, yet who

remains fully God. Jesus lived a sinless human life in perfect obedience to the Father, and voluntarily accepted the punishment for the sin of all mankind by dying on the cross as the only acceptable substitute. He physically arose from the dead after three days to demonstrate His power over sin and death. He ascended to Heaven's glory and sat down at the right hand of God. As our only Mediator between God and man, He now personally pleads on the Christian's behalf to God. He will come again to earth, personally and visibly, to reign as the King of kings and Lord of lords. (Isa. 7:14; Matt. 1:18,25; John 1:14; Gal. 4:4; Phil. 2:5-8; I Pet. 1:18,19; Rom. 5:6-11; Eph. 1:7; Rev. 1:5; Luke 24:35-48; Acts 2:23,24,32,33; Acts 1:1,11; Rom. 8:34; Col. 3:1; Heb. 4:16; Heb. 7:25; I Jn. 2:1; Jn. 14:1-3,6; I Thess. 4:13-18; Titus 2:13; Phil 3:20; Rev. 19:11-16; I Tim. 2:5; I Pet. 2:5)

Salvation

We believe God has never stopped loving mankind, despite man's decision to rebel and go his independent way. The central purpose of God's revelation in Scripture is to call people back into fellowship with Himself. In order to have that relationship with God, one must understand that every person has committed acts of disobedience, and every person has been born with a sinful nature. Man can never make up for his sin by self-improvement or good works. He can do nothing on his own to achieve God's favor because God is holy and cannot tolerate sin. However, salvation is God's free gift to undeserving people, and we all are undeserving. It provides us the opportunity to obtain God's grace by trusting in Jesus Christ as God's offer of forgiveness from sin's penalty (eternal death and separation from God). The moment a person trusts Jesus Christ as the only method of forgiveness for his sins, he receives God's gift of salvation and the promise of eternal life in Heaven with God. (John 3:16; John 16:7-9; Mark 1:15; II Cor. 7:10; I Cor. 15:1-4; John 1:12,13; Eph. 2:8,9; Acts 15:7-11; Rom. 5:1; Acts 16:31; Rom. 10:9,10; Titus 3:5; John 14:6; Gal. 3:26)

Satan

We believe in the person of Satan, who is the prince of demons and is the declared adversary of God and man. He is an angel created by God who was once holy, but through pride and ambition to be as God, he was cast down from heaven with a following of angels. He is a tempter and accuser of man, and the force behind false religions and apostasy. When the Lord Jesus died on the cross, He guaranteed the ultimate triumph of God, and Satan is destined to eternal punishment in hell, along with his angels and those who refuse to acknowledge Jesus as their Lord and Savior. (Isa. 14:12-15; Ezek. 28:14-17; Jude 6; II Cor. 4:3,4; II Cor. 11:13-15; I Thess. 3:5; I Pet. 5:8; Matt. 25:41; Rev. 20:10; Luke 16:19-31)

Eternal Security

We believe that because God gives eternal life as a gracious gift through Jesus Christ, the believer is secure in his salvation for eternity. Just as salvation itself is given as an undeserved gift, salvation is also maintained by the grace and power of God, not by the self-effort of the Christian. When God makes a promise, such as one of eternal salvation, He keeps that promise, for it is impossible for Him to contradict Himself. (John 10:29; II Tim. 1:12; Heb. 7:25; Heb. 10:10,14; I Pet. 1:3-5)

The Holy Spirit

We believe the Holy Spirit is the eternal third person of the Trinity who was sent by the Father and the Son to make the world aware of our need for Jesus Christ. He enlightens the mind of unbelievers, helps them recognize their need of a Savior, and transforms their lives into something new after they accept Christ. He resides in believers from the moment of salvation. He provides assurance, strength, wisdom for living, understanding of spiritual truth, and guidance in doing what is right, although His influence is limited by the degree of surrender of each individual. The Christian should desire to live under His guidance daily. (I Jn. 5:7; John 6:7-9,13,14; John 15:26; John 16:7-13; Acts 1:8; I Cor. 2:12; I Cor. 3:16; Eph. 1:13; Eph. 5:1; Gal. 5:25)

Spiritual Gifts

We believe the Holy Spirit uniquely gives each believer spiritual gifts (such as teaching, service, administration, etc.) to contribute to the strengthening of the church body. Each believer is expected to use those gifts within the local church to build up the church and glorify God. We believe that some of the gifts of the Spirit, such as tongues and healing, were given to the early church as a demonstration of God's power and presence to those who doubted Christ as the prophesied Messiah. However, we do believe that God may choose to heal in answer to the prayer of faith according to His will. (I Cor. 12:7-11; I Cor. 13:8; II Cor. 12:12; James 5:13-16)

The Church

We believe that upon acceptance of Jesus Christ as Savior, that all believers become members of the universal church, the spiritual body of which Christ is the Head. The Bible instructs believers to gather together to devote themselves to worship, prayer, the teaching of the Word, fellowship, service to the body through the development of spiritual gifts, and the observances of baptism and the Lord's Supper. The Bible also instructs believers to share the news of Christ to the lost in the world. Wherever God's people meet regularly in obedience to these instructions, there is the local expression of the church. Under the watchcare of pastors and with support of other leaders, its members are to work together in love and unity, intent on the one ultimate purpose of glorifying Christ. We believe the local church is responsible to God and is independent of external control. (Matt. 16:18; Col. 1:18; Rev. 19:7,8; Acts 11:15,16; I Cor. 1:1,2; Eph. 1:22,23; Acts 2:46-47; I Cor. 12:13; Heb. 10:25; Acts 6:1-6; I Cor. 14:40; Eph. 4:11-12; I Tim. 3:1-13; Titus 1:5-9; I Peter 5:1-5).

Baptism and Communion

Christian baptism is the immersion of a believer in water in the name of the Father, Son, and Holy Spirit. It is an outward symbol of the heart decision to accept God's gift of forgiveness through Christ. It is not a step of salvation, but a symbol of salvation. The Lord's Supper is observed as a remembrance of the death of Christ and our life in Him. The Lord's Supper consists of bread and the fruit of the vine (the cup), symbols of the body and blood of Christ which were given voluntarily for our salvation. Both baptism and the Lord's Supper are to be observed until the return of Christ. (Matt. 28:16-20; Mark 14:17-24; Luke 22:19-20; Acts 2:41; Acts 10:47-48; I Cor. 11:23-29)

Christian Living

Followers of Christ are called to follow His life of holiness and obedience, attained as we submit to the Holy Spirit. We should live for the glory of God and the well-being of our Christian family, our lifestyle should be free from patterns of sin, and we should lead a life as described in our *Commitment to Membership*. We believe that Scripture is the final authority in all matters of faith and practice. This church recognizes that it cannot determine the conscience of individual members in areas where Scripture is silent. Rather, each believer is to be led in those areas by the Lord, to whom he is ultimately responsible. (Rom. 6:11-13; Rom. 8:2,12,13; Rom. 14:1,4,12,22; Gal. 5:16-23; Eph. 4:22-24; Col. 2:1-10; I Peter 1:14-16; I John 1:4-7)

Future Events

We believe the following is the order of future events, although no one but God the Father knows when these events will occur:

One of the coming great events in the fulfillment of prophecy concerning the church is the personal, bodily return of the Lord Jesus to remove from the earth His waiting church and to reward them according to their works. (John 14:2-3; Rom. 14:10-12; I Cor. 3:11-15; I Cor. 15:51-53; II Cor. 5:10; I Thess. 4:15-17; Titus 2:11-13; Rev. 3:10)

The next event to come is the seven year period of tribulation during which the judgment of God will be poured out upon the unbelieving world. These judgments will climax with the return of Christ in glory to the earth. He will destroy His enemies and restore Israel to her land. (Daniel 9:27, 12:1; Jer. 30:7; Matt. 24:15-31; Matt. 25:31-46; II Thess. 2:7-12; Rev. 16:1-19, 21, 19:1-21)

Christ will then establish His thousand-year kingdom in which the saints will reign with Him over Israel and all the nations of the earth. (Deut. 30:1-10; Isa. 11:1-16; Isa. 65:17-25; Eze. 37:21-28; Rev. 19:11, 20:1-6)

At the close of the thousand year reign, the unsaved dead will be raised and committed to eternal punishment and the saved will enter the eternal state of glory with God. (Mark 9:43-48; I Cor. 15:24-28; II Thess. 1:9; II Pet. 3:10-13; Rev. 20:11-15; 21:1-4, 22:5,11)

We believe this Statement of Faith to be an accurate summary of what Scripture teaches. All members shall refrain from advocating doctrines that are not included or are contrary to this statement of faith in such a way as to cause division.

OUR CONSTITUTIONAL GUIDELINES FOR THE FUNCTIONS OF THE CHURCH

I. Membership

Since Scripture indicates no fixed requirements for church membership, membership in Little White Church is for ministry reasons and is designed only to facilitate the effective fulfillment of its purpose and mission and to provide accountability of its members. Membership in Little White Church is both a privilege and a responsibility.

A. Qualifications for Membership

1. A personal faith commitment in Jesus Christ for salvation. (Acts 2:47)
2. Baptism by immersion as a testimony of true belief in Christ for salvation. (Acts 10:47,48; 8:36-38).
3. Completion of a membership class or personal study with a member of the Pastoral Team or someone designated by the Pastors.
4. Completion of an interview with a member of the Pastoral Team which may include but not be limited to conversation on the following subjects:
 - a. Agreement with and participation in the vision and values of Little White Church.
 - b. Agreement with the statement of faith.
 - c. Willingness to sign the Commitment to Membership.
 - d. Reasons for transferring membership from another church.
5. Letters of transfer from a previous church will be requested and considered.
6. Children may become members, but will not receive voting privileges until after the age of 16 and re-completion of items 3 and 4.
7. After approval by the Pastoral Team, the Pastors shall present them as members of the church.

B. Commitment to Membership / Church Covenant

By accepting membership in Little White Church, I affirm that I agree with the Statement of Faith and I agree to abide by all of the policies and conditions of this constitution, in its entirety. I affirm that I am trusting solely in the merits of Jesus Christ for my salvation from sin. My purpose as a member is to cooperate fully with the other members to advance the cause of our Lord Jesus Christ through this local church. By His enabling grace, I shall demonstrate my commitment in the following ways:

1. I will love, honor, and obey Jesus Christ above all else in my life. (Mt. 22:35-38; Eph. 4:1; Jn. 8:31; I Jn. 2:3-6.)
2. I will learn and practice the disciplines of private and corporate prayer, and will support the church and my fellow members in prayer. (James 5:16; I Tim. 2:1-8; Eph. 6:18.)
3. I will become a consistent student of the Scriptures and will educate my children in Scripture. (2 Tim. 2:15; Acts 17:11; Deut. 11:1,2,19; Eph. 6:4.)

4. I will regularly participate in public worship, celebration and fellowship with this body of believers called Little White Church (Heb. 10:25; Eph. 5:19,20; Col. 3:16; Acts 2:46-47.)
- v. I will participate faithfully in the financial support of the ministries of this church by tithing a portion of my income. (Mal. 3:10; I Cor. 16:2; 2 Cor. 8:1-4; 2 Cor. 9:6-11; Mark 12:41-44.)
6. I will discover the talents and spiritual gifts God has given me and I will serve in at least one ministry through Little White Church that is consistent with my gifts. (Mk. 13:34-36; Rom. 12:4-8; Eph. 4:11-13.)
7. I will endeavor to attend whatever church meetings possible in order to support the direction and decisions of our church.
8. I will love, honor, and esteem the Pastors, pray for them, and recognize their authority in spiritual affairs of the church. (I Tim. 5:17-19; I Thess. 5:12,13; Heb. 13:17; Acts 16:4.)
9. I will seek the salvation of my family, friends and the lost. (Mt. 4:19; 28:19,20.)
10. I will love my brothers and sisters in Christ, and will consider their interests over my own. I will show my love to be in deed and in truth by helping them during difficult times, by encouraging them, or by admonishing them in love when necessary. I will pray for them diligently, and I will attempt to resolve conflict with their spiritual health in mind. (Mt. 18:15-17; 22:35-39; Acts 2:45; Rom. 12:10; Gal. 6:1; I Cor. 13; Phil. 2:4; Heb. 10:24; I Jn. 3:16-19.)
11. I will endeavor to avoid gossip, divisive actions, excessive anger, and immorality and attempt to live by the Spirit and exhibit the fruits of the Spirit. (Gal. 5:16-26.)

C. Voting Privileges of Membership

Members in good standing at Little White Church may vote on the following matters:

1. Calling or removing Pastors.
2. The purchase of real property and related indebtedness and the annual budget.
3. Amendments of the governing documents.
4. Elections to ministry positions described in this constitution.
5. Other matters that may be deemed necessary by the Pastors.

D. Specifications of Voting

1. Only members at least 16 years of age who meet the requirements under "Qualifications for Membership" may vote.
2. Only members who are physically present at a duly called meeting of the church shall be entitled to vote. There shall be no proxy or absentee voting.
3. Members who have not regularly attended Little White Church for a period of 3 months will be ineligible to vote.
4. Members under church discipline will be ineligible to vote.

5. The eligible membership of the church has certain limited areas to exercise a vote (please refer to previous section).
6. Membership in this church does not afford the members with any property, contractual, or civil rights based on principles of democratic government. Although the general public is invited to all of the church's worship services, the church property remains private property.

E. Removal of a Member

Because membership is for ministry purposes, removal of membership is not a reflection of ill feelings toward removed members, but is simply designed to allow for efficient and effective fulfillment of the church's purpose and mission. Removed members are still welcome to worship with us (unless under church discipline), and may still attend the ministries of the church.

Little White members will be removed automatically from membership for one of the following reasons:

1. Death
2. Becoming affiliated with another church without resigning as member of this church.
3. Ceasing to attend Little White on a regular basis for 6 months
4. Disciplinary action by the Pastoral Team and advisors
5. By personal request of the member. A member may resign at any time, but no letter of transfer or written statement of good standing will be issued upon such resignation, except at the discretion of the Pastors.

F. Transfer of Membership

Church members who are in good standing and not under the disciplining process may request that letters of transfer be sent to another church (letters of transfer are not sent to the former members). Requests for transfer will be answered in the appropriate manner by the Pastors.

G. Disputes / Spiritual Concerns Regarding Members

The procedures provided in this section are based on: Mt. 18:15-20; Acts 15; Romans 16:17-18; I Cor. 5:1-13; II Cor. 2:1-11; Gal. 6:1; I Thes. 5:14; 2 Thes. 3:6-15; I Tim. 5:19-20; and Titus 3:10-11. It is expected that during this process, all parties will avoid discussing the situation with other members so as to not be in sin by causing division.

1. Members are expected to demonstrate special loyalty and concern for one another. When a member becomes aware of an offense of such magnitude that it hinders spiritual growth and testimony, he is to go alone to the offending party and seek to restore his brother to a right relationship with God and others. (Mt. 18:15; Gal. 6:1; I Thes. 5:14). Before he goes, he should first examine himself (Mt. 7:3-5; Lk. 6:41-42) for pure motives and for sinful hindrances in his own life. When he goes, he should go with a spirit of humility and have the goal of restoration (Gal. 6:1).

2. If reconciliation is not reached, one or two others are to accompany the one seeking to resolve the matter. The second step should also be preceded by self-examination, and exercised in a spirit of humility with the goal of restoration (Mt. 18:15; Gal. 6:1).
3. If the matter is still unresolved after the preceding steps have been taken, the Pastoral Team shall hear the matter (Mt. 18:17). If the Pastors feel it necessary to involve counsel from others or to bring the matter before the church, they may do so.
4. If the matter is still unresolved after step 3 is completed, such members who refuse to repent and be restored are removed automatically from the membership of the church. The purpose of such action is not malicious, but is to prevent destructive sins from causing division or confusion within the church. (Mt. 18:17; I Cor. 5:4-13; 2 Thes. 3:6-15; Titus 3:10-11).
5. No matter may be heard by the Pastors or the church unless the steps outlined in subsections 1-3 have been taken, except in the case of a public offense.
6. If the unrepentant offending party is removed or willingly resigns from the church membership, all contact with them from that point forward must be only for the sake of restoration (except family members). This is done to prevent continued division within the body, and is done with hope that the offending party may realize the extent of his loss and repent of his sin and return. (2 Cor. 2:1-11; 2 Thes. 3:6-15; I Tim. 5:20, I Cor. 5:1-13).

H. Associate Members

An associate member is someone who, by reason of temporary relocation, is fellowshipping at this church on a regular basis while holding membership at another church. Associate members shall include missionaries, members of armed services, college students, those with dual residence, etc. In addition, with the discretion of the Pastoral Team and Deacon Care Team, a member in good standing with the church, but unable to attend church services regularly will be designated as an associate member.

The qualifications and expectations of associate members are identical to those of regular members, with the exception of voting privileges and holding elected positions. Because their voting privileges are exercised in their original home church or because they do not meet attendance requirements under Section I.D.3, associate members shall not be eligible to vote on church matters. Because associate members are likely to be absent from this church a substantial period of time, or may be divided in their focus, time, or service, they shall not hold elected offices.

II. Non-member participation

Non-members may participate in the general activities of the church. Should a non-member desire to serve in ministry, s/he must have accepted Christ as her/his Savior, have met with the leader of that ministry, and have been approved by the Pastoral Team.

III. Pastoral Team

The Pastoral Team shall consist of all Pastors called to serve at Little White Church. Following the biblical model for the New Testament church, they shall shepherd and lead the church as overseers accountable to Christ, our Great Shepherd. In harmony with Scripture, they are given the responsibility and authority to see that the church remains on a true course Biblically, that its members are being appropriately shepherded, and that the life of the church is being well managed. In performing those responsibilities, they shall provide spiritual, fiscal, and administrative direction for the Church.

- A. **Qualifications** (as given for elders and bishops/overseers in I Timothy 3, Titus 1, I Peter 5)
1. **Above reproach** – Pastors must lead by example and demonstrate a lifestyle free from patterns of sin.
 2. **Husband of one wife** – If married, pastors must be devoted to their spouses. No divorced man shall serve on the pastoral team.
 3. **Temperate** – Pastors must be self-controlled, enslaved to nothing, free from excesses.
 4. **Prudent** – Pastors must be sober, sensible, wise, balanced in judgment, not given to quick, superficial decisions based on immature thinking.
 5. **Respectable** – Pastors must demonstrate a well-ordered life and honorable behavior.
 6. **Hospitable** – Pastors must be willing to share their blessings with others.
 7. **Able to teach** – Pastors must be able to communicate truth and sound doctrine in a non-argumentative way.
 8. **Not addicted to wine** – Pastors must demonstrate self control, be free from addictions, and be willing to limit their liberty for the sake of others.
 9. **Not quick-tempered** – Pastors must be gentle, patient, and able to exercise self-control in difficult situations.
 10. **Uncontentious** – Pastors should not be known for quarreling or selfish argumentation.
 11. **Free from the love of money** – Pastors must not be stingy, greedy, or preoccupied with amassing material things.
 12. **Manage own household** – Pastors must have a well-ordered household and a healthy family life.
 13. **Not a new convert** – Pastors must not be new believers. They must have been Christians long enough to demonstrate the reality of their conversion and depth of their spirituality.
 14. **Good reputation with outsiders** – Pastors must be well-respected by unbelievers.
 15. **Not self-willed or lording authority**– Pastors must not be prone to harshly force opinions on others or abuse authority (as a strong person would domineer over one who is weak).

16. ***Loving what is good*** – Pastors must desire the will of God in every decision.
17. ***Just*** – Pastors must desire to be fair and impartial. Their judgments must be based on scriptural principles.
18. ***Devout*** – Pastors must be devoted Christ-followers seeking to be conformed to His image. They must be committed to prayer, worship, the study of Scripture, and the guarding of their own walk.
19. ***Holding fast the faithful Word*** – Pastors must be stable in their faith, obedient to the Word of God, continually seeking to be controlled by the Holy Spirit.
20. ***Willingness to serve*** – A pastor's motive for service must be a pure and willing desire to do God's will, not an external compulsion to serve.

B. Roles and Responsibilities

1. The members of the Pastoral Team shall model Christian character and leadership. They will encourage the members of the body toward maturity in Christ, to undertake personal evangelism and discipleship, to extend hospitality toward those within and without the church, to foster strong Christian families, and to encourage study of Scripture and prayer.
2. The Pastoral Team shall have general responsibility for overseeing the ministries and business of the church and shall have, but not be limited to, the following practical responsibilities:
 - a. making themselves available to members of the body for counseling and prayer
 - b. preaching the Word of God and scheduling pulpit supply when appropriate
 - c. coordinating all ministries and activities of the church, overseeing all ministries (Service, Facility & Finance, Missions, Worship, Sunday School, etc.), and ensuring communication between the ministry teams of the church
 - d. resolving all issues of church policy and practice and issues of interpretation of this constitution
 - e. examining prospective members in accordance with the Membership Section of this constitution, taking any required disciplinary action, guarding the church body against harmful influences, confronting those who contradict Biblical truth or who are continuing in patterns of sinful behavior
 - f. meeting at least annually with the Ministry Teams to discuss their goals in ministry
 - g. scheduling and calling regular and special meetings of the members in accordance with Section XXI.
 - h. serving on the Nominating and Pastoral Search Teams
 - i. ongoing review of this constitution
 - j. overseeing the observance of the ordinances of the church (Lord's Table and Baptism)
 - k. seeking godly counsel

3. While the Pastoral team shall provide oversight and direction of church property and finances, they shall have no power to buy, sell, mortgage, lease, or transfer any land or building without a 2/3 approval at a meeting of the congregation authorizing such action.

C. Organization

The Pastoral team shall be made up of a Lead Pastor who is called by the church and a staff of Assistant Pastors who will work along side the Lead Pastor to carry out the ministry of the church. There shall be mutual accountability among all members of the Pastoral Team as each man realizes his position has been granted by God and seeks to fill it with humility, integrity, and diligence.

The Pastoral Team shall organize in such a way that ministry and administrative oversight are effectively accomplished, with each man serving according to his own spiritual giftedness and passion for ministry.

The Lead Pastor – The Lead Pastor will be responsible for shepherding the church as a whole and for guiding the Pastoral Team as the Lord leads. The Lead Pastor will work in co-operation with the pastoral team, seeking consensus among the team when possible. However, the Lead Pastor is ultimately responsible for the direction and oversight of the church and therefore responsible for making final decisions when consensus cannot be reached.

Assistant Pastors – The Assistant Pastors will work along side the Lead Pastor to assist in giving oversight to the church and help carry out the work of the ministry. He will assist the Lead Pastor in any way possible to make sure the ministries of the church are being fulfilled. His job and duties may vary depending on the needs of the church and the gifting of the Assistant Pastor.

D. Our Response to the Pastors

Members of Little White Church recognize that God has charged the Pastors to keep watch over the church, to guard the church body against destructive influences, and to provide oversight (which is defined as “seeing that things to be done by others are done rightly”). In response to the Biblical pattern of leadership, members of the body are taught in Scripture to lovingly support their leaders and to submit to their leadership. In obedience to Scripture, we agree to hold them in the highest regard in love and to respect them (I Thess. 5:12-13), to provide for their physical needs as one who is worthy (I Tim. 5:17), and to yield to (obey) their leadership so that their work will be a joy and not a burden (Hebrews 13:17).

E. Terms of Service

The relationship between the pastors and the church shall be permanent unless dissolved at the option of either party by the giving of at least 30 days notice, or less by mutual consent. The church's desire to sever the relationship between any pastor and the church may be considered at any quarterly or special church meeting, provided that notice of the meeting is given from the pulpit at least two consecutive Sundays prior to the day of the meeting, and that all members of the Pastoral Team have been informed of the purpose of the meeting. A 2/3 majority of the members present and voting shall be required to decide the matter. Removal from duties due to moral issues will be immediate and not subject to the 30 days notice, although gracious attitudes and actions are expected on the part of the congregation. Restoration and reconciliation of relationships are the Biblical goal of all church discipline, including that of pastors.

F. Dispute/Concerns Regarding a Pastor

Discipline is a grace-based process, exercised in love that seeks to: restore a fallen Christian to God and with his church; guard the reputation of the church; protect the purity of the church; and prevent other Christians from being tempted, misled, divided, or otherwise harmed (Galatians 6:1-10; Hebrews 12:1-13). The desired outcomes of discipline are that God's glory be achieved, grace and love be extended to all those involved, the church body be built up, and the offender be restored (when possible).

Because we desire to highly respect and trust our pastors as the leaders of our church, because we recognize that a pastor's ministry is more than a job, and because we realize that concerns dealt with in an ungodly manner will damage our testimony of Christ, we will take all precautions to avoid using this dispute process for misunderstandings, selfish preferences or ambition, or false accusations. We realize that special effort needs to be taken to give our pastors gracious treatment while dealing with pastors involved in known sin that disqualifies them from ministry. It is for these reasons that we require the following process. We expect that all members involved will avoid discussing the situation with others so as to not sin by causing division.

1. No unsubstantiated claim is to be brought against a pastor. I Tim. 5:19 specifies that there are to be two or three witnesses to validate wrongdoing by a pastor.
2. No meetings regarding a pastor shall take place without that pastor's knowledge. It is unbiblical to deal with offenses without involving the accused (Matt. 18:15-20). It is our desire to provide opportunities for a pastor to explain his actions and to deal with him fairly.
3. Members are expected to demonstrate special loyalty and concern for one another. When a member becomes aware of an offense of such magnitude that it hinders spiritual growth and testimony, he is to go alone to the offending party and seek to restore his brother (Matt. 18:15; Gal.

6:1; I Thess. 5:14). Before he goes, he should first examine his own heart (Matt. 7:3-5; Luke 6:41-42) for pure motives and for sinful hindrances in his own life. When he goes, he should go with a spirit of humility and have the goal of restoration.

4. If reconciliation is not reached, two or three others (I Tim. 5:19) are to accompany the member with concerns. Due to the sensitive nature of the process, one of those others must be another member of the Pastoral Team (if there are no other assistants, the pastor shall be given notice of the meeting and shall choose a non-family church member as a witness). This step should also be preceded by self-examination, and exercised in a spirit of humility with the goal of restoration (Matt. 18:15; Gal. 6:1). The concern will be stated in writing, as well as the response of the pastor, and both will be signed at the meeting by all parties involved.
5. If the matter is still unresolved after the preceding steps have been completed, and only if the matter is one that would disqualify the pastor from ministry, a Team of Counselors shall be created consisting of the current assistant pastors plus: one outside pastor chosen by the assistants, one outside pastor chosen by the accused, and one outside pastor chosen by the member with concerns. Only in the event that there are no assistants, the third outside pastor shall be one agreed upon by both parties. The reason for a Team consisting only of pastors is based on the following Biblical examples:
 - a. Paul, Barnabas, and the church elders in Antioch were in a doctrinal dispute with men from Judea, and they took the matter to the Jerusalem elders for discussion and a final decision (Acts 15).
 - b. Timothy, the first “bishop/overseer” of Ephesus, is the one directed by Paul to not hear unsubstantiated claims about elders, and to rebuke elders found guilty (I Tim. 5:19-20). This would imply that Timothy, an elder/pastor/overseer was responsible to resolve such issues.
 - c. These examples would indicate that elders are more qualified to hear questionable matters because of their Biblical knowledge and experience, and they are in a more respected position to scripturally rebuke pastors in substantiated sin.
6. The decision of the Team of Counselors will be considered the end of the matter, and both parties must abide by that decision. The Team may choose from among, but not be limited to, the following solutions:
 - a. Recommendation of the removal of the pastor. This must come before the church for a vote which must pass with a 2/3 majority, unless the pastor voluntarily resigns.
 - b. Counseling for one or both parties involved.
 - c. The pastor may be found innocent of the accusation, in which case the matter will not continue any further and will not be tolerated to allow dissension in the church.
 - d. The pursuing party may be determined to be a source of strife, dissension, false accusation, etc., in which case that person would be removed automatically from the membership as a discipline issue.

(The Team of Counselors would have been public witnesses to the offenses, and would have satisfied Matthew 18 in their attempts to resolve the issue already; therefore, there would be no need for additional steps to remove membership).

IV. Selection of New Pastors

When it is determined that there is a need to replace or call another pastor, the Pastoral Team shall request a Search Team be formed to call a new pastor in the following manner.

A. Pastoral Search Team

All members of the Pastoral Search Team (except existing Pastors) shall be nominated by the Deacon Care Team using the Nominating Process, and the members may be voted upon in any duly called meeting. The Lead Pastor shall chair the pastoral search team. When the Lead Pastor position is vacant, an existing Assistant Pastor shall chair the pastoral search team. Should all pastor positions be vacant, the deacon representative shall chair the pastoral search team.

The team shall consist of:

1. Available members of the Pastoral Team
2. One deacon
3. One facility-finance team member
4. Four to six members at large, with at least two female members. Members must be actively serving in church ministries, and the team should represent different aspects of ministry. Members at large may or may not include an additional deacon and/or additional facility-finance team member.

B. Responsibilities of the Pastoral Search Team

1. To consider potential candidates for Pastoral positions, and present candidates to the church.
2. To follow Search Team policy regarding the process.

C. Search Team Process

1. The Search Team shall first establish a flexible job description for the position in question, with consideration given to the existing gifts and passions of the current Pastoral Team, as well as to the gifts and passions desired for the open position.
2. The Team shall then seek a suitable person for such a pastoral role. In seeking a suitable person, the team shall consult available resources,

including but not limited to, suggestions of the members of Little White Church, Christian College placement programs, and internet services. It shall investigate the merits of each man, giving consideration to his personal character, education, ministry record, and abilities in order to determine whether such qualities are consistent with the description desired.

3. The Team, in consultation with the Facility and Finance Team, shall formulate the terms of the call, including salary and benefits, before proceeding with personal interviews. Terms of the call shall be made known to the candidate by the time of the interview, if not before.
4. Upon receipt of a written statement from the candidate that he is in agreement with the faith and doctrinal beliefs of this church and will support and defend our faith and purpose, the Team may proceed to the interview process and arrange a personal meeting with the candidate. More than one candidate may be considered at a time during the interview process.
5. While spouses may be involved with visiting churches of prospective candidates, they will not participate in meetings and must keep all information confidential.
6. After approval by the Search Team and Pastoral Team, arrangements shall be made for the church to become acquainted with the candidate. Only one candidate shall be presented to the church at a time.
7. The congregation shall be given ample time to voice their opinion to the Search Team, after which the Team shall decide whether to invite the candidate for more visits and a possible congregational vote.
8. A 2/3 majority vote of the congregation is needed to extend the call to a new pastor. The results of the vote shall be made known to the candidate for him to consider.
9. The candidate's written acceptance of the call shall establish the pastoral relationship as of the date agreed upon by the church and the candidate.

D. Interim Pastors and Pulpit Supply

In the event there are no assistant pastors remaining to provide for or arrange pulpit supply, the process for obtaining pulpit supply and an interim pastor shall be as follows.

1. The Deacon Care Team will consult available resources to obtain immediate and temporary pulpit supply (Christian colleges, member suggestions, area pastors, etc.)
2. The Deacons will consult the Facility and Finance Team to determine appropriate payment for services, as well as determine the needs of the congregation.
3. After temporary pulpit supply has been established by the Deacons, they shall, in collaboration with the Facility and Finance Team, determine whether to call an Interim Pastor or use rotating pulpit supply for a period of time.

4. When an Interim Pastor is needed, the Deacons will consult available resources to obtain possible candidates, and shall allow the congregation opportunity to meet them through pulpit supply. The congregation will be allowed opportunity to voice their opinions, and a vote will be taken to finalize a call for an Interim (2/3 majority needed).
5. At the earliest possible time in this process, the Deacons will begin taking nominations for a Pastoral Search Team, will call a special meeting to vote on such members, and the Search Team will begin the process of finding a new pastor.

V. Deacon Care Team

The term “deacon” comes from the Greek word diakonos, which means one who is an attendant, who waits upon, who serves. Our deacons are those responsible for attending to the needs of the people in the church body. Those who choose to serve God in such a way will be rewarded by Him. I Timothy 3:13 says those who have served well will gain an excellent standing and great assurance in their faith in Christ Jesus.

- A. **Qualifications for Deacons** (as given in I Timothy 3)
 1. **Worthy of Respect** – one with Christian character worth imitating, one with a well-ordered life and honorable behavior
 2. **Sincere/not double-tongued** – Deacons must take their responsibilities seriously, and one must be able to depend upon what they say. They must not be hypocritical (to say one thing and do another, or to think one thing and say another), or gossips.
 3. **Not addicted to wine** – Deacons must demonstrate self control, be free from addictions, and be willing to limit their liberty for the sake of others.
 4. **Free from the love of money**, not pursuing dishonest gain – Deacons must not be stingy, greedy, or preoccupied with amassing material things. Because they will be handling money, they must resist temptation to use it in selfish ways.
 5. **Doctrinally sound** – Deacons must understand Christian teachings and obey them with a good conscience.
 6. **Tested and proved** – Deacons must have lives that obviously reflect to others their spiritual preparation.
 7. **Godly wives** – Because they may have knowledge of sensitive information, deacons must have Christian wives who are worthy of respect and trust, serious about the ministry, and are not prone to slanderous talk.
 8. **Husband of one wife** – If married, deacons must be devoted to their spouses.

9. **Manage own household** – Deacons must have a well-ordered household and a healthy family life.
10. **Willingness to work** – Deacons are to have “served well” to gain a good standing before God. They are to serve in their position, not just fill a position.

B. Roles/Responsibilities

1. The deacons shall be sensitive to the material needs of the body. They shall assist members of the body in meeting those needs where possible.
2. The deacons shall maintain a fund to assist in ministering to physical and economic needs of members of the body and, at times, outside the body.
3. The deacons shall assist the Pastoral Team with other such tasks of ministry as the Pastoral Team may request, such as the celebration of the Lord’s supper, visitation, or supporting other ministry teams with time and resources.
4. The deacons shall meet monthly for prayer and sharing of specific identified needs both within and outside of the church body.
5. Deacons shall meet with the Pastoral Team to communicate the needs of the congregation, and to determine how to meet those needs in light of the goals and purpose of the church and Pastoral Team.
6. By their example, deacons shall encourage members of the body to be faithful in attendance to worship services and in personal and family spiritual habits.
7. Deacons shall request church members to provide them with names of potential leaders, review them, and select those individuals who are believed to meet the spiritual qualifications and functional expectations of ministry leadership.
8. Deacons shall then nominate all qualified members to fill vacant positions for Deacon Care Team, Facility and Finance Team, Financial Secretary and Assistant Financial Secretaries, Church Clerk, and Pastoral Search Team. When requested by the Pastoral Team, they shall also implement a Constitutional Revision Team.

a. Nominating Process

1. All eligible voting members of the congregation are invited to submit nominations no later than 5 weeks prior to the annual election.
2. Nominations must be submitted to the Deacon Chairman.
3. As much as possible, the Deacons shall submit more names to fill a position than the number of vacancies to be filled with the exception of the Treasurer position. (i.e., if there are two deacon vacancies, at least 3 or 4 names should be on the ballot).

The current Treasurer shall be given the opportunity to be the sole nominee and be voted upon for another annual term if it is determined that the duties of the position are being fulfilled. Other nominees will be sought if the current Treasurer declines to be nominated to serve another term or if it is determined that the duties of the position are not being fulfilled.

4. The congregation shall have the opportunity to review in advance the names and qualifications of the selected individuals, and confidentially share any concerns they have regarding any of these potential leaders with a member of the Pastoral Team or Deacon Chairman.
5. When filling the Pastoral Search Team or other immediate vacancies, the Deacons shall set an appropriate deadline for submitting nominations, and positions shall be voted upon at any duly called meeting.

C. Organization

1. The number of deacons serving on the Team will be based on the needs of the church body as determined by the Pastoral Team. There shall be a minimum of 3 deacons.
2. Deacons shall be elected using the Nominating Process in Section V.B.8.a.
3. Deacons shall serve a three year term, after which they will take a one year sabbatical.
4. Deacons may not serve on the Facility and Finance Team during the course of their term.
5. In order to efficiently carry out their ministry, the deacons will yearly elect from among themselves a Chairman, a Secretary, and a Treasurer. The Chairman will be responsible for facilitating meetings and coordinating details of their ministry. The Secretary will keep records of activity and meetings, including what needs were recognized and what was done to meet those needs. The Treasurer will keep records of the Deacon's Fund and will be responsible to deliver funds or goods to those in need.
6. Monthly meetings (described in previous section) may be held on flexible days, but dates must be determined in an orderly process to allow sufficient notice and opportunity for all members of the team to participate if possible.

VI. Facility and Finance Team

A. Qualifications

1. The Facility and Finance Team will be comprised of members who demonstrate one or more of the following traits:
 - a. business/leadership experience
 - b. financial abilities/talent
 - c. talent and ability to provide repairs and contribute to the upkeep of church facilities.
2. Members must be financially responsible in their personal finances to be eligible to serve on the Facility and Finance Team.
3. Members desiring to serve on the Facility and Finance Team should show spiritual maturity, personal humility, and ability to work with others as a team.

B. Roles/Responsibilities

1. Superintend any improvements to the property.

2. Be charged with the repair, maintenance, and operation of the property and, after reviewing Church Treasurer reports, submit to the church an estimate of the projected expenditures for the coming year at the annual church meeting.
3. Collect projected budgets and year-end financial reports from ministry teams.
4. Keep all legal matters current, and ensure compliance with applicable federal, state, and local statutes and regulations, provided they do not conflict with church doctrine.
5. Confine their expenditures to the approved budget figures (except in cases of emergency maintenance situations). Team is authorized to spend up to \$1,000 to benefit the ministries or property of the church without having to receive church approval.
6. Team Chairperson and a Pastoral Team member shall review and accept or deny any purchase that is above the yearly budgeted amount or not under a specific line item of the budget.
7. Arrange for an audit of the church's financial accounts, income, and expenditures annually. An audit report for the previous year shall be given at the March Quarterly Business Meeting.
8. Not sell, mortgage, purchase, or lease church real property apart from church approval.
9. Appoint the financial institutions for the church and maintain financial accounts.
10. Accept direction from the Pastoral Team regarding goals and vision of the church, and how that relates to the financial situation and resources of the church.

C. Organization

1. The Facility and Finance Team shall consist of five members, with more added based on the needs of the church as determined by the Pastoral Team.
2. Team members shall be elected using the Nominating Process in Section V. B.8.a.
3. Team members shall serve a three year term, after which they will take a one year sabbatical.
4. Members of the Facility and Finance Team may not serve as Deacons during the course of their term.
5. The Facility and Finance Team shall meet monthly to share ideas and provide input on matters discussed and to share reports pertaining to their respective areas of responsibility. The team will yearly elect from among themselves a Chairperson and a Secretary. They will then determine from amongst themselves who will be Director of Transportation, Director of Parsonage, Director of Grounds, and Director of Church Building.
 - a. **Chairperson:** The one holding this position will be responsible for preparing agendas for monthly team meetings which he/she oversees. The Chairperson must have a basic understanding of the various areas of the church such as staff, grounds, buildings etc. If special needs come up that do not fall under another Team member's area, he/she will see that

they are accomplished as God leads. Some special needs may consist of but not be limited to staff issues, insurance, legal matters, and public relations. The Chairperson also serves as one of the corporate officers of Conklin Center Baptist Church, under New York state law.

- b. **Secretary:** The one holding this position will be responsible for taking account of all official business of the Facility & Finance Team. The Secretary will also be responsible for reporting all necessary information to church staff. The Secretary also serves as one of the corporate officers of Conklin Center Baptist Church, under New York state law.

 - c. **Director of Transportation:** The one holding this position will be responsible for maintaining the vehicles and see that drivers are available and trained. This person will take an active part in future planning as they relate to the transportation needs of the ministries of the church.

 - d. **Director of Parsonage:** The one holding this position will be responsible for making sure the parsonage is in good repair.

 - e. **Director of Grounds:** The one holding this position will be responsible for maintaining the grounds around the church. This will include grass, flower beds, parking lots, snow removal, and the wayside pulpit.

 - f. **Director of Church Building:** The one holding this position will be responsible for the repair and upkeep of the church building itself. They will have to oversee the opening and lock up of the building, cleaning, and all needed repairs and changes. They must also make sure all the needed equipment is available to fulfill these responsibilities.
6. Monthly meetings (described in previous section) may be held on flexible days, but dates must be determined in an orderly process to allow sufficient notice and opportunity for all members of the team to participate if possible.
7. A quorum of four is necessary to conduct a meeting in which important financial or other such decisions will be made.

VII. Missions Team

The church shall have a Missions Team consisting of men and women committed to local evangelism and the support of missionaries around the world. Any member with a passion for missions and evangelism is encouraged to participate on the Missions Team after meeting with the Coordinator of the Team and approval of the Pastoral Team.

A. Responsibilities

1. Organizing special events to generate support for local and foreign missions.

2. Communicating with supported missionaries on behalf of the church.
3. Recommending new missionaries and changes in support of existing missionaries.
4. Organizing church events to share Christ with the local community.

B. Organization

1. Each year, the team shall choose from among themselves a Coordinator and a Secretary. The Coordinator shall be responsible for organization and facilitating meetings. The Secretary shall be responsible for records of meetings and finances.

VIII. Guidelines for Decisions on All Ministry Teams

Our desire as a church is to work in unity with one another. As much as possible, our Ministry Teams should seek unity as a goal in decision-making. Unity does not mean that everyone prefers the exact same solution, but rather is agreeable that a common solution would be appropriate. If opinions are deeply divided and an immediate decision is not necessary, all members are encouraged to spend time in prayer and self-examination with humility before making a final decision. Recognizing that complete agreement may not always be achieved, the majority shall determine the final decision.

IX. Concerns regarding All Ministry Team members (Deacon-Care, Facility-Finance, Worship, Missions, etc):

Remembering that the Biblical method for resolving disputes or concerns is a grace-based process to be exercised in love, it is expected that concerns regarding Ministry Team members will first be approached using the standard found in Matthew 18:15-20. After the issue has been dealt with on a personal level, if a member still has concerns about the fitness or qualifications of a Team Member, such member shall state the concern in writing to the Pastoral Team. The concern will be reviewed to determine if additional action should be taken, or if the person should be removed from the Ministry Team. Likewise, if a Team Member becomes physically or mentally unable to perform their responsibilities effectively, no longer meets the qualifications, or does not consistently perform their responsibilities in a God-honoring way, the Pastoral Team will be responsible for removing them from their position to allow for effective functioning of the ministry team.

X. Replacement of Team Members for partial terms

Should an elected Team Member be unable to fulfill the term and there is a need for a replacement, the Nominating Team shall find a member or members willing to fill the vacancy and a special meeting shall be called to vote on the replacement. If replacement Team Members serve less than 18 months, they shall be eligible to serve a

full term upon re-election. If they serve over 18 months, they shall not be eligible to serve a full term on the same Ministry Team until they have taken a one-year sabbatical.

XI. Term Durations

All ministry positions voted upon, except for the Treasurer, shall have the duration of three years, after which a one year sabbatical will be taken before resuming the same position. Terms for Deacons, Facility & Finance Team, Financial Secretary, and Assistant Financial Secretaries should be staggered to allow for rotation.

The Treasurer position shall be voted upon annually and does not have term limits.

XII. Church Organizational Structure

All Ministry Teams and individuals serving in church sponsored ministries (i.e. Sunday School, Women's ministries, Worship, etc.) will be responsible to the Pastoral Team as the overseers of church ministry and activity. As new ministries are implemented, the Pastoral Team shall be responsible for determining who is best suited to direct the new ministry team.

XIII. Church Staff

A. Definition

A staff member is anyone who receives a salary from the church, with the exception of the Pastoral Team.

B. Term of Service

All employees are "at will" employees and can be terminated from employment by the Facility and Finance Team at their discretion, or by voluntary resignation of the employee.

C. Employee Policies

Vacation, absence for illness, and all other policies pertaining to employee privileges and responsibilities shall be established on the approval of the Facility and Finance Team.

D. Confidentiality

Church staff, due to the nature of their respective responsibilities, may have access to information of personal and private nature, such as individuals' tithing records or one's physical or spiritual issues. It is mandatory that such information be kept confidential by church staff. This requirement of confidentiality continues after church staff members no longer hold their respective position.

E. Office Staff

When possible, Church Staff will include Office Staff.

The main function of the Office Staff shall be to keep the office organized and in order to facilitate a God honoring working atmosphere that will allow the Pastoral Team and Church body to efficiently accomplish God's will in ministry. Tasks shall include, but not necessarily be limited to: answering phone calls; filing; making necessary communications; daily post office runs to pick-up and send out mail; coordinating the church activity calendars; producing regularly printed materials; maintaining office supplies; assisting Pastors, church members and ministry leaders; and assisting the Treasurer and Financial Secretary as needed.

The Office Staff will include an **Office Manager** who will make sure the above duties are being performed.

XIV. Church Clerk

The Church Clerk shall make an accurate record of the minutes of annual, quarterly, and special church meetings. S/he shall be custodian of the records of the church, including the membership roll, baptisms, and certificates of ordination, licenses, and commissions. S/he shall ensure that minutes of the previous church meeting have been read and approved at the beginning of the following church meeting. S/he shall see that all records and minutes are properly filed at the church office and deliver them to any successor upon leaving the office.

XV. Substitute Church Clerk

In the absence of the church clerk from meetings, a substitute clerk shall be appointed by the moderator for the purpose of the meeting.

XVI. Financial Secretary

The Financial Secretary shall collect and count money received by the church and keep accurate records of such money. S/he shall be responsible to see that all money collected is properly deposited. S/he shall give year-end receipts for all contributions, gifts, and donations to the church. S/he shall keep an accurate account of all money belonging to the church and present a written quarterly report to the church.

The nature of this position entails access to information of personal and private nature. It is mandatory that such information be kept confidential. This requirement of confidentiality continues after the Financial Secretary no longer holds the position.

XVII. Assistant Financial Secretaries

There shall be assistants to help the Financial Secretary, and they shall perform her/his functions when s/he is absent. One assistant shall be the Office Manager.

The nature of this position entails access to information of personal and private nature. It is mandatory that such information be kept confidential. This requirement of

confidentiality continues after the Assistant Financial Secretaries no longer hold the position.

XVIII. Treasurer

- A. Qualifications: The Treasurer shall...
 - 1. show spiritual maturity, personal humility, and ability to work with others
 - 2. be financially responsible in their personal finances
 - 3. have a 'servant's heart', accounting experience, the ability to use a computer and the church's financial software, the ability to prepare budgets, be trained to have a full knowledge of our financial and accounting procedures, and have a biblical perspective on financial resources entrusted to our stewardship as a church
 - 4. be able to serve as Treasurer while concurrently serving on the Deacon Care Team or other ministry teams with the exception of the Facility & Finance Team.

- B. Roles/Responsibilities: The Treasurer shall...
 - 1. be responsible for overseeing the financial matters pertaining to the ministry. This includes stewardship, credit and debt, ~~and~~ reporting all procedures and audits, and submitting payroll and corporate reports as required by the government. The Treasurer also serves as one of the corporate officers of Conklin Center Baptist Church, under New York state law
 - 2. disburse all Church funds as authorized by the Facility & Finance Team
 - 3. serve in an advisory role to the Facility & Finance Team
 - 4. keep a true and fair record of Church financial accounts and make a report to the Church at each quarterly and annual business meeting, and provide monthly financial reports to the Facility & Finance Team
 - 5. submit his/her books when requested at any time for auditing
 - 6. turn over to the Facility & Finance Team or to his/her successor all monies, documents, and papers belonging to the Church as directed by the Facility & Finance Team or ~~to~~ his/her successor when his/her term of office ends
 - 7. ensure the church is in compliance with applicable federal, state, and local financial and tax regulations

The nature of this position entails access to information of personal and private nature. It is mandatory that such information be kept confidential. This requirement of confidentiality continues after the Treasurer no longer holds the position.

XIX. Ordination and Licensing

Any member of this church who gives evidence of a genuine call of God into the work of the ministry and possesses the qualifications stated in I Timothy 3:1-7 and Titus 1:6-9,

may be ordained as a minister of the Gospel upon passing an ordination council. The procedure shall be as follows:

- A. Upon a conference with the Pastoral Team and after the Pastoral Team has approved the candidate for ordination, the Pastoral Team shall call a council to examine and pass on the qualification of the candidate. The ordination council shall consist of invited guest ministers and the Pastoral Team.
- B. If the candidate is found worthy of ordination by the council, the ordination council may recommend ordination of the candidate.
- C. The Pastoral Team shall arrange for the ordination service.
- D. Members meeting the legal ministry requirements, upon the recommendation of the Pastoral Team shall be legally licensed to carry out their respective ministries.

XX. Meetings

A. Meetings for Worship

Unless otherwise determined by the Pastors, the church shall meet each Sunday for public worship. The ordinance of the Lord's Supper shall be observed at least quarterly and at any other additional times the Pastors may deem necessary.

B. Meetings for Church Communication and Elections

1. The annual church meeting shall be held during December. Notice of the meeting shall have been given from the pulpit by any member of the Pastoral Team on at least two Sundays prior to the day that the annual church administration meeting is to be held. If the meeting is cancelled due to weather or other types of emergency, it will be understood that the meeting will take place the following week on the same day unless otherwise communicated.
2. Quarterly meetings shall be held in the months of March, June, and September unless prohibited by abnormal circumstances. Notice of the meeting shall be given from the pulpit by a member of the Pastoral Team on at least two Sundays prior to the day that the quarterly administrative meeting is to be held. If the meeting is cancelled due to weather or other types of emergency, it will be understood that the meeting will take place the following week on the same day unless otherwise communicated.
3. All church meetings shall be opened and closed with prayer for God's guidance and blessing.
4. A quorum shall consist of the members present.
5. A member of the Pastoral Team or someone appointed by the Pastors shall moderate all meetings.
6. All church communication meetings shall follow these rules of order:

- a. Every proposition presented for action of the church must be introduced by motion of one member and seconded by another.
- b. No second motion shall be entertained until the one under consideration had been disposed of, except a motion of amendment or adjournment.
- c. Any discussion of topics foreign to the original subject under discussion are considered “out of order”, and the moderator shall turn attention back to the original subject or motion
- d. Discourteous language or remarks adapted to injure the reputation or feelings of any member shall be ruled “out of order”, and shall forfeit the speaker’s right to the floor.
- e. The moderator shall have full authority to order the removal of nonmembers or any other person present who is deemed by the moderator to be disruptive to the proceedings by act or presence.
- f. The moderator may speak upon any subject under discussion.
- g. Every active member wishing to speak shall rise and respectfully address the moderator, once recognized by the moderator.
- h. All motions shall be decided by majority vote of members in attendance and in good standing with the church. Two exceptions are the call/removal of a Pastor or amending the Constitution, both of which require a 2/3 majority of voting members present at the meeting.
- i. If a motion passes with the majority, action must be taken on that matter.
- j. Abstentions are not counted when determining the numbers of voters because those members forfeited their votes.

C. Special Meetings

- 1. Members of the Pastoral Team may call a special meeting by giving notice from the pulpit of such a meeting and the purpose for which it is called to the church at least one Sunday and not less than one week prior to said meeting.
- 2. If there are no Pastors on staff, the Deacon body may call special meetings by giving notice from the pulpit of such a meeting and the purpose for which it is called to the church at least one Sunday and not less than one week prior to said meeting.
- 3. A meeting for the election of a Pastor may be called by the Pastoral Search Team. Notice of the meeting shall have been given from the pulpit at least two Sundays prior by a Pastor, or in the absence of all Pastors, by a member of the Pastoral Search Team.
- 4. Conferences may be held as the Pastors deem beneficial.
- 5. Any meetings not announced from the pulpit or meetings called without knowledge of current Pastors are not legitimate meetings, and any business taking place at such meetings will not be acknowledged as legitimate by the church.
- 6. If any specially called meeting is cancelled due to weather or other types of emergency, it will be understood that the meeting will take place the following week on the same day unless otherwise communicated.

XXI. Tax Exempt Provisions

1. Name

This congregation of believers is incorporated under the state laws of New York as “Conklin Center Baptist Church”, but is commonly known and referred to as “Little White Church”.

2. Purpose

This congregation is organized as a church exclusively for charitable, religious and educational purposes within the meaning of Section 501 (c) (3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States IRS law), including, but not limited to, for such purposes, the establishing and maintaining of religious worship, the building, maintaining and operating of mission churches, parsonages, schools, chapels, radio stations, television stations, rescue missions, print shops, daycare centers, camps and nursing homes.

3. Private Benefit

No part of the net earnings of the church shall be for the benefit of, or be distributable to, it’s members, trustees, officers, or other private persons, except that the church shall be authorized and empowered to pay reasonable compensation for the services rendered and to make payments and distributions in furtherance of the purposes stated above.

4. Political Involvement

No substantial part of the activities of the church shall be the carrying on of political propaganda. The church, as an organization, shall not participate in, contribute to, or intervene in any political campaign on behalf of any candidate for public office.

5. Dissolution

Upon the dissolution of the church by a majority vote of the church membership, the Facility and Finance Team shall, after paying or making provision for payment of all liabilities of the church, dispose of all of the assets of the church to such organization/s formed and operated exclusively for religious purposes as shall at the time qualify as an exempt organization under Section 501 (c)(3) of the Internal Revenue Code of 1986 (or the corresponding provision), as the Pastoral Team and Facility and Finance Team shall determine. Assets may be distributed only to organizations which agree with the church’s statement of faith.

6. Designated Contributions

From time to time, the church, in the exercise of its religious, educational, and charitable purposes, may establish various funds to accomplish specific goals. Contributors may suggest uses for their contributions but all suggestions shall be deemed advisory rather than mandatory in nature. All contributions made to specific funds or otherwise designated shall remain subject to the discretion of the Pastors and Facility and Finance Team. No fiduciary obligation shall be created by any designated contribution made to the church other than to use the contribution for the general furtherance of any of the purposes stated above in Section XXII. (2).

XXII. Revision Process

1. This constitution and by-laws may be revised or amended by a two-thirds majority vote of the members present and voting at any church meeting.
2. Revisions or amendments must be submitted in writing and announced at least fourteen days before the vote is taken.
3. Minor revisions not affecting theology, ministry philosophy, or overall structure of the church government shall be made at the discretion of the Pastoral Team (rewording, clarification of ideas considered to be confusing, added scriptural support, etc.). When such changes are made, the congregation will be notified.
4. If the Pastoral Team determines it is necessary to make major revisions, they may directly propose amendments or they may request the Nominating Team implement a Constitutional Revision Team.

OUR COMMITMENT TO EACH OTHER

I. Commitment to Membership / Church Covenant

By accepting membership in Little White Church, I affirm that I agree with the Statement of Faith and I agree to abide by all of the policies and conditions of this constitution, in its entirety. I affirm that I am trusting solely in the merits of Jesus Christ for my salvation from sin. My purpose as a member is to cooperate fully with the other members to advance the cause of our Lord Jesus Christ through this local church. By His enabling grace, I shall demonstrate my commitment in the following ways:

1. I will love, honor, and obey Jesus Christ above all else in my life. (Mt. 22:35-38; Eph. 4:1; Jn. 8:31; I Jn. 2:3-6.)
2. I will learn and practice the disciplines of private and corporate prayer, and will support the church and my fellow members in prayer. (James 5:16; I Tim. 2:1-8; Eph. 6:18.)
3. I will become a consistent student of the Scriptures and will educate my children in Scripture. (2 Tim. 2:15; Acts 17:11; Deut. 11:1,2,19; Eph. 6:4.)
4. I will regularly participate in public worship, celebration and fellowship with this body of believers called Little White Church (Heb. 10:25; Eph. 5:19,20; Col. 3:16; Acts 2:46-47.)
- v. I will participate faithfully in the financial support of the ministries of this church by tithing a portion of my income. (Mal. 3:10; I Cor. 16:2; 2 Cor. 8:1-4; 2 Cor. 9:6-11; Mark 12:41-44.)
6. I will discover the talents and spiritual gifts God has given me and I will serve in at least one ministry through Little White Church that is consistent with my gifts. (Mk. 13:34-36; Rom. 12:4-8; Eph. 4:11-13.)
7. I will endeavor to attend whatever church meetings possible in order to support the direction and decisions of our church.
8. I will love, honor, and esteem the Pastors, pray for them, and recognize their authority in spiritual affairs of the church. (I Tim. 5:17-19; I Thess. 5:12,13; Heb. 13:17; Acts 16:4.)
9. I will seek the salvation of my family, friends and the lost. (Mt. 4:19; 28:19,20.)
10. I will love my brothers and sisters in Christ, and will consider their interests over my own. I will show my love to be in deed and in truth by helping them during difficult times, by encouraging them, or by admonishing them in love when necessary. I will pray for them diligently, and I will attempt to resolve conflict with their spiritual health in mind. (Mt. 18:15-17; 22:35-39; Acts 2:45; Rom. 12:10; Gal. 6:1; I Cor. 13; Phil. 2:4; Heb. 10:24; I Jn. 3:16-19.)
11. I will endeavor to avoid gossip, divisive actions, excessive anger, and immorality and attempt to live by the Spirit and exhibit the fruits of the Spirit. (Gal. 5:16-26.)

Member

Date

Pastor

Date