



Cornerstone Baptist Church Constitution

ARTICLE I: NAME

The name of this church shall be the Cornerstone Baptist Church.

ARTICLE II: PURPOSE

1. Clause (A) Evangelism: Seeking to win the lost by spreading the Gospel within the community and around the world.
2. Clause (B) Edification: Establishing new believers in the Scriptures and giving impetus to the more mature believer to understand and appreciate the Scriptures more fully.
3. Clause (C) Fellowship: Providing an opportunity for believers to share in every way within the context of their Christian faith.
4. Clause (D) Administering of the Ordinances: Administering baptism and the Lord's Supper.

ARTICLE III: MEMBERSHIP

SECTION I: Admission of Members

1. Clause (A) Any person who professes faith in Jesus Christ, gives evidence of change of heart, and adopts the views of faith and practice held by this church, may, upon recommendation of the Deacons, be received by a majority vote of the church for baptism into the membership of the church. Persons who have been immersed and who adopt our views of faith and practice, may, upon recommendation of the Deacons, be received by letter or experience upon majority vote of the church.
2. Clause (B) In any case, it shall be required of those seeking membership, that they shall give a personal testimony before the Board of Deacons and the Pastor, as to their Christian experience of salvation. Should it be impossible for a candidate to meet with the full board, a committee of three deacons and the Pastor may be appointed to interview the candidate and act for the Board.
3. Clause (C) Excluded members may be restored to membership upon recommendation of the Board of Deacons to the church, after such members have given to them a satisfactory explanation or acceptable evidence of honest repentance and confession.
4. Clause (D) Watch-care membership. Recognizing that college students away from home may desire fellowship with the church and serve as teachers, ushers, or in some other leadership capacity, application can be made for watch-care privileges and responsibilities. Qualifications for joining must be that they are students away from home. They will follow the same procedure for regular membership except for the transfer of letters. They will not be eligible to be elected to an office of the church, nor have voting privilege.

SECTION II: Dismissal of Members

1. Clause (A) Dismissal shall be by death, letter, or exclusion.

2. Clause (B) Any member in good standing may be granted a letter of transfer to any church of like faith and order upon its request. The letter shall be sent to the church with which the member wishes to unite.
3. Clause (C) A letter of dismissal without recommendation may be sent to any other church.

SECTION III: Suspension of Members

1. Clause (A) Any member who for six months willingly absents himself from the communion and services of the church, and ceases to support the church, will upon the recommendation of the Board, and vote of the congregation, be dropped from the membership. This will not be done until there has been an exhaustive effort to reinstate him in the activity of the church, or until he has been encouraged to take his membership to a church of like faith and practice for continuing spiritual development.
2. Clause (B) There will be an "inactive membership list" kept only for our missionaries, and special cases as the Board deems appropriate.

SECTION IV: Discipline of Members

1. Clause (A) The Board of Deacons, with the Pastor, shall constitute the discipline committee of the church.
2. Clause (B) In the event of differences between members, it is recommended that they be settled personally in accordance with Matthew 18:15-16.
Clause (C) It is vital to the testimony of this church and the glory of the Lord that the purity and peace of this church be preserved. Therefore, the Pastor and Board of Deacons are directed to move vigorously in dealing with anyone who through slander, falsehood, gossip, conspiracy or any other illegitimate action threatens the peace or obstructs the work of this church.
3. Clause (D) If a member is walking disorderly as stated above in any known immorality, dishonesty, public scandal, or is holding and advocating doctrine contrary to that of the church as stated in the Articles of Faith, and such a member cannot be restored to fellowship through confession and correction of his sins, he shall then be dealt with on the basis of Matthew 18 and I Corinthians 5. His case shall be heard by the Pastor and the Board of Deacons at which time they shall recommend proper action to the church with a minimum of detail (the accused may demand that all the details be made known to the church). The church then may accept or reject the recommendation of the Deacons by a majority vote.
4. Clause (E) Only voting members will be permitted in the above mentioned meeting (Article III, Section IV, Clause D). Others may be included as witnesses by a three-fourths vote of those present at the meeting.
5. Clause (F) The accused must be summoned to appear before the Board of Deacons and the Pastor by a letter informing him of the nature of the charges and the time of the meeting. If the accused does not appear before the Board as stated, without a satisfactory reason, the Board shall automatically recommend to the church the exclusion of such a member. The Board has the power to acquit the accused if the majority of the Board feels he is innocent. If acquitted, the matter goes no further; however, if the Board finds him guilty, it will send a recommendation of discipline to the church for its final action (Clause D).
6. Clause (G) If the accusation is made by a fellow member in good standing, he must present a written statement of the charges with his signature affixed to the charges. No charges will be heard without two witnesses or the equivalent of bonafide evidence.
7. Clause (H) These same principles apply to the Pastor, and the Board should move in conjunction with the above principles and I Timothy 5:19-20.
8. Clause (I) If any member cannot conscientiously follow a decision of the church, he is not to be divisive but is rather to seek clarification through proper channels or quietly and peacefully withdraw from the membership of the church.

SECTION V: Contributions of Members

1. Clause (A) All members are expected to contribute to the current expenses of the church and its benevolences regularly and systematically, according as the Lord has prospered them.

ARTICLE IV - MEETINGS AND ELECTIONS

SECTION I: Public Worship

1. Clause (A) Public Worship services shall be held regularly, morning and evening, on the Lord's Day.
2. Clause (B) At least once each week there shall be a meeting for prayer and praise.
3. Clause (C) The practice of observing the Lord's Supper will be held regularly at one of the worship services.
4. Clause (D) Special additional meetings may be recommended by the Pastor and Deacons.

SECTION II: Business Meetings

1. Clause (A) The fiscal year of this church shall begin the first day of April and close the thirty-first day of March.
2. Clause (B) The annual meeting shall be held in the third week of March, and it shall eliminate the need for the first quarterly meeting of the fiscal year.
3. Clause (C) Quarterly business meetings shall be held the third week of the second, third, and fourth fiscal year quarters.
4. Clause (D) Church business may be conducted at any time when the church meets. Major business shall have previous announcement two Sundays before the date of meeting except in cases of emergencies.
5. Clause (E) All active members sixteen years of age and above shall be eligible to vote, except in corporate business where the State of Ohio requires a minimum age.
6. Clause (F) One-third of the active voting membership shall constitute a quorum.
7. Clause (G) The budget shall be prepared by the official Board for presentation to the congregation at the annual meeting. The whole budget will be submitted for consideration. However, at the request of any voting member, any item of budget may be considered independently from the whole.

SECTION III - Elections

1. Clause (A) The Pastor. As often as it is deemed necessary by death, resignation, or removal of a previous Pastor, the church, without unnecessary delay, shall elect to its Pastorate a minister of God's choosing. A call to a Pastor shall be extended at a meeting of the church called for that purpose and announced from the pulpit for two Sundays immediately preceding the date of the meeting. A call of a new Pastor must be by at least three-fourths of the qualified voting members present.
2. Clause (B) Annual elections of officers, committee members, etc. The election of officers and other ministry workers shall take place at the annual meeting. Those elected shall take office and assume their duties on the first Sunday in April.
3. Clause (C) Vacancies. Vacancies in any office, except that of Pastor, shall be filled at a special business meeting of the church. The vote shall be by ballot. They shall assume the duties of their office on the first Sunday following their election, and said office shall be filled until the next annual meeting. In case of a Deacon, the one filling the office for the remainder of the year would be eligible to be considered for election to a regular term.

4. Clause (D) Voting. Except in matters of great importance as determined by the board, a majority of members present and eligible to vote, but never less than a quorum shall be required to decide any question, motion or resolution coming before the church. Questions of importance to the entire membership shall be decided by a ballot vote.

ARTICLE V - OFFICERS AND BOARD

SECTION I - Officers Of The Church.

1. Clause (A) The government of this church, under the leadership of the Holy Spirit, is vested in the body of believers who compose it, whose vote shall be final, and is facilitated through the Pastor and the Board of Deacons.
2. Clause (B) The official Board of the church shall consist of the Pastor and Deacons. They shall be the servants of the church, not its lords; they shall be the executors of the will of the assembly. All their actions shall be governed by the will of the congregation as expressed either in its Constitution and bylaws or by the vote of the membership.
3. Clause (C) Other officers of the church are Clerk, Treasurer, and Sunday School Superintendent. These officers may have assistants, if needed, to be approved by the official Board.
4. Clause (D) All officers of the church shall be members subscribing wholeheartedly to the Articles of Faith, the Constitution and the Church Covenant.
5. Clause (E) Other positions in the church which are vital to its function such as secretary of public relations, head usher, nursery coordinator, etc., shall be elected by the congregation at the annual meeting but shall not be considered officers of the church.

SECTION II - Pastor

1. Clause (A) A Candidate for the Pastorate shall be examined by the pulpit committee as to his spiritual, educational and practical qualifications (see I Timothy 3:1-7). The candidate must be in full support of this Constitution.
2. Clause (B) A call to the Pastor shall be extended at a special or regular meeting of the church. Public notice of such action shall be given from the pulpit two Sundays immediately preceding the date of the meeting. A three-fourths majority of those voting members present shall be necessary for a call. Voting shall be by ballot.
3. Clause (C) The Pastor shall continue in office until he resigns or is dismissed by a majority of those present (which must constitute a quorum) and voting at a special meeting called for that purpose. Such a meeting shall be announced from the pulpit for two Sundays immediately preceding the date of such meeting. A call for such a meeting must come either from the Board of Deacons or by a petition signed by one-third of the adult membership in good standing.
4. Clause (D) The Pastor shall give the church not less than thirty days nor more than sixty days notice of his intention to discontinue as Pastor. The church shall give the Pastor not less than sixty days notice of dismissal. If necessary, other terms may be worked out in mutual consent by the Pastor and the church. If, in the judgment of the church, the conduct of the Pastor justifies immediate termination of his ministry, the church may declare the pulpit vacant, at which time they shall give the Pastor four weeks severance pay.
5. Clause (E) The Pastor shall have charge of the spiritual welfare of the church and shall be the church moderator; Roberts Rules of Order shall be the guideline for all business meetings. The Pastor shall be an ex-officio member on all boards and committees and shall have general oversight of the work of the church officers.

SECTION III - Deacons

1. Clause (A) The church shall elect Deacons from its membership at its annual meeting. Their terms shall be three years, ending alternately. No deacon may serve more than two consecutive terms without a one year absence from the Board of Deacons. This Board shall consist of not less than four qualified men; however, additional deacons may be elected commensurate with church growth.
2. Clause (B) The qualifications for Deacons shall be as are described and set forth in the New Testament (Acts 6:3; I Timothy 3:8-13).
3. Clause (C) It shall be the duty of the deacons to (1) assist the pastor in promoting the spiritual welfare of the church; (2) prepare the elements and table for the Lord's Supper; (3) Assist the pastor in administering baptism; (4) carefully examine with the pastor, all candidates for church membership; (5) have charge with the pastor on all matters of discipline of members and to exercise prudent watch care over the church membership; (6) shall be responsible to review the Pastor's salary annually and make recommendations to the church.
4. Clause (D) They shall elect among themselves: (1) a Chairman (who shall chair the official Board meetings and serve as Vice Moderator of the church; (2) a Vice-Chairman (who shall serve as Church moderator in the absence of the Pastor and the Vice-Moderator); (3) a Secretary (who shall keep the minutes of their meetings in a permanent record). Election of these officers shall take place every year, following the annual election of the church.
5. Clause (E) They shall constitute the pulpit committee, recommending candidates for the pastorate.
6. Clause (F) They shall administer the Deacon's Fund to members and others that they deem worthy of assistance.
7. Clause (G) The Deacons shall serve as Trustees of this church, representing this corporation as its agent. It shall be the duty of the Trustees to handle legal matters and be responsible for the care and upkeep of the physical properties of the church. They shall have liberty to spend 1% of the annual budget without church action.
8. Clause (H) A quorum shall consist of one member more than half of the members of the Board. It shall make a report of its work at each annual meeting.
9. Clause (I) The Deacons shall select among themselves men to be official liaisons with the following areas of church life: (1) Finances (church treasurer) (2) Records (church clerk) (3) Christian Education (he will work with the Sunday School Superintendent in the general oversight of this area); (4) Service (he will work with head usher, nursery, and hospitality committee); (5) Worship and Evangelism (he will work with the worship committee, and the visitation chairman); (6) Buildings and Grounds (he will work with the building and maintenance committee).

SECTION IV - Clerk

1. Clause (A) The church Clerk shall have charge of the official correspondence and shall keep a record of all business meetings of the church.
2. Clause (B) The Clerk shall keep in a bound book a record of membership, baptisms, and the reception and dismissal of members.
3. Clause (C) The Clerk shall provide the treasurer promptly with a transcript of the minutes of each church business meeting in which authority is granted for the disbursement or transfer of funds.

SECTION V - Treasurer

1. Clause (A) It shall be the duty of the Treasurer or Assistant to the Treasurer, together with one or more of the Deacons, or Deacon appointees, to count and record in a permanent record all monies received in the offerings of the church. This shall be done following each service of the church.

2. Clause (B) The Treasurer, or Assistant to the Treasurer, shall be responsible for the recording of all financial transaction in permanent records. The Treasurer shall make quarterly and annual reports to the church.
3. Clause (C) The Treasurer shall pay all bills of the church.

SECTION VI - Sunday School Superintendent

1. Clause (A) The Sunday School Superintendent shall have general supervision over the Sunday School, teachers and officers.
2. Clause (B) He shall help in the general oversight of the total program of the church.

ARTICLE VI - COMMITTEES

SECTION I - Building and Maintenance Committee

1. Clause (A) It shall be composed of members of the church who are nominated and elected to the committee.
2. Clause (B) The function of this committee shall be to help with the continued upkeep of the church.

SECTION II - Worship Committee

1. Clause (A) The membership of the Worship Committee shall include the Pastor, one Deacon, the Minister of Music, and three other members of the church.
2. Clause (B) The functions of the Worship Committee shall include the arrangement for special features of the church's worship services, the evaluation of these services and advice on how to maintain a high standard.

SECTION III - Hospitality Committee

1. Clause (A) The membership of the Hospitality Committee will include those who are nominated and elected from the membership of the church.
2. Clause (B) The function of this committee will be to promote and coordinate times of fellowship among the church body.

SECTION IV - Auditing Committee

1. Clause (A) The membership of this committee shall include at least one Deacon and as many others as the task demands.
2. Clause (B) It shall be their responsibility to audit all financial accounts of the church.

SECTION V - Nominating Committee

1. Clause (A) During the month of January, at their regular meeting, the Official Board of the church shall appoint a Nominating Committee composed of at least one (1) Deacon, and at least three (3) other active members of the congregation.
2. Clause (B) The committee shall select its own chairman.
3. Clause (C) The committee shall select a slate of candidates for each office or committee. If it is felt that there are not enough candidates available to provide two (2) or more for each office, then just one (1) name shall be submitted. The committee shall follow the general rule that it is better to leave the office vacant than to place someone in the office who is not spiritually qualified.
4. Clause (D) Before the list is made public, the committee shall obtain the consent of each prospective candidate.

5. Clause (E) At least three (3) Sundays before the election, the committee shall have posted in the church a complete list of candidates. After surveying the list, any active member, at least 16 years old, may then submit another name for nomination to the committee, if desired. The committee will then finalize the candidate list and submit it to the official Board.
6. Clause (F) The church charges the Pastor and Deacons to remove any nominee from the list if they deem it necessary to the welfare of the Lord's work in the church.
7. Clause (G) After the annual election, the Nominating Committee will be automatically disbanded.

SECTION VI - Additional Committees

1. Clause (A) Other committees may be formed as the need arises. Those which are temporary committees shall serve until their purpose has been completed, at which time they are to be disbanded.

ARTICLE VII - SUBSIDIARY ORGANIZATIONS

1. Clause (A) No subsidiary organization of this church shall engage in any practice or policy contrary to the general position of the church itself.
2. Clause (B) Although each group is self governing, it is finally subject to the Board of Deacons in accord with the official position of the church.
3. Clause (C) All officers of subsidiary organizations shall be members of the church.
4. Clause (D) All teachers and leaders of subsidiary organizations must be members of the church. Any guest speaker must be approved by the Pastor or the Board of Deacons.

ARTICLE VIII - DECLARATION OF FAITH

1. Clause (A) The Articles of Faith attached to the Constitution shall be known as the Cornerstone Baptist Declaration of Faith and shall be the Confession of Faith of this church.
2. Clause (B) This church may, when desirable, approve other Confessions of Faith, provided they be in harmony with the Confession of Clause (A) of this section.
3. Clause (C) The Church Covenant shall be a part of the Constitution.

ARTICLE IX - AMENDMENTS

1. Clause (A) This Constitution may be amended at a regular business meeting by a two-thirds vote of the members present. The amendment shall be recommended to the church by the Board of Deacons and the amendment itself shall be given in writing at a previous business meeting or in the church bulletin at least one week in advance of the vote.

ARTICLE X - CHURCH OPERATION

1. Clause (A) Final authority in all matters pertaining to church operation and policy shall be vested and remain in the active church membership with each member personally responsible to uphold the Word of God and the testimony of Jesus Christ as Lord and Savior.

ARTICLE XI - DISSOLUTION CLAUSE

1. Clause (A) In the event of the dissolution of this corporation, all of its debts shall be fully satisfied. None of its assets or holdings shall be divided among the members or other individuals, but shall be irrevocably designated to corporate vote prior to dissolution to such nonprofit religious corporations as are in agreement with the letter and spirit of the Articles of Faith adopted by this church, and in conformity with the requirements of the United States Internal Revenue Service Code of 1954, Section 501 C-3.